

ADAMS COUNTY BOARD OF SUPERVISORS REGULAR MONTHLY MEETING  
ADAMS COUNTY BOARD ROOM  
September 19, 2006 4:30 p.m.

1. Call to Order by the Chair
2. Was the meeting properly announced?
3. Moment of Silence
4. Pledge Of Allegiance
5. Roll Call
6. Approve the Agenda
8. Approval of the August 15, 2006, County Board Minutes.
9. Public Participation (if requested by the County Board Chair)
10. Announcement of Meetings, Agenda Changes, Report of Supervisors Claims read by the County Clerk, and appoint 6 supervisors to approve claims Keckeisen, Babcock, Sherd, West, Repinski, Johnson to review during recess.
11. **Correspondence:**
12. **Appointments:** Appoint Jeanne Heideman RN to the Health and Human Services Board to replace Agnes Weingarten. Appoint Larry Babcock to Central Wisconsin Community Action Council to replace Dean Morgan.
13. **Unfinished Business:** Hwy Operation Study (**materials given to you Aug 14, 2006**)
14. **New Business:** County Administrator's Report; Konecny present 2005 audit report. Library Financial Report (included in minutes) County Clerk's Financial Report.

15.

Admin & Fin 8/11, 8/17 CWCA 8/23 Cty Brd 8/15 Exe Com 8/7 Glden Sand 7/20, 8/10	Hlth Hum Serv 8/11 Hlth Hum Serv Fin 8/11 Hwy 8/7 Library 7/24 Planning & Dev 7/10, 8/2, 8/7 Pub Safety 8/9	Pub Works 8/10 Resource & Rec 8/4, 8/8, 8/15, 8/31 SCLS 8/14 Surveyor
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16. **Resolutions:**

**Res. #56:** To approve submission of a grant renewal application to fund a public transportation system to allocate matching funds for the grant.

**Res. #57:** To obtain from the General Fund the amount of \$10,025.41 to cover the payment of gross wages due to litigation, as per the Agreement in Case 04 No. 63860 MA-12732.

**Res. #58:** Authorization for Golden Sands RC&D to submit a grant application to the Department of Natural Resources Aquatic Invasive Species Grant Program for aquatic invasive species control in Adams, Portage and Waushara counties.

**Res. #59:** To eliminate 3 inactive scheduled part-time dam operator positions effective December 31, 2006 and create a Resource Conservationist, Regular full-time (salary exempt) position effective January 1, 2007.

**Res. #60:** To not fill third full-time non-exempt Building Inspector / Code Enforcement Officer position in the Planning & Zoning Department at this time, thereby saving County expenditures and to retain the currently vacant third full-time non-exempt Building Inspector / Code Enforcement Officer position in the Planning & Zoning Department until April 01, 2009, at which time the position will have been filled or will be eliminated.

**Res. #61:** To increase the amount of excess Planning & Zoning Department revenues that are transferred into the Department Vehicle Purchase Carry-over Account from \$7,000.00 / year to \$8,000.00 / year. All Department excess revenues not otherwise properly appropriated shall continue to be entered into the General Fund.

**Res. #62:** To recommend County Board adoption of the Adams County Comprehensive Plan.

**Res. #63:** To recognize and honor Francis Schalk for his approximately 14 years of distinguished service on the Adams County Board of Adjustment

**Res. #64:** To have Mr. Jeff Cohen, CPA with Schenck & Associates, for budget consulting

**Res. #65:** To accept the Central Wisconsin Communications, Inc. (CWCI)., a corporation organized under Wisconsin law, d/b/a Solarus, Broadband End User master Services Agreement for broadband internet access at Castle Rock Park.

**Res. #66:** To retain the position of Adams County Administrator and recruit to fill the position at the conclusion of a planned evaluation.

**Res. #67:** To continue the County's Flexible Spending Account (FSA) for County employees that are eligible for health insurance.

**17. Ordinances:**

**Ord. #39:** Rezone a parcel of land in the Town of Adams, owned by Roy Kawamura/Karen Chaffee POA, property (40 acres) located in the SW 1/4, SE 1/4, Section 1, Township 17 North, Range 5 East, from an A-2 Agricultural Transition District to an R-2 Rural Residential District.

**Ord. #40:** Rezone a parcel of land in the Town of Easton, owned by Robert & Lucy Gregor, property (41.06 acres) located at Lot #1, C.S.M. #2663, in the SW 1/4, NE 1/4, Section 25, Township 16 North, Range 5 East, from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District.

**Ord. #41:** Rezone a parcel of land in the Town of Dell Prairie, owned by Susanne Birnstiel, property (9.950 acres) located at 1136 County Road K, known as Lot #5, C.S.M. # 1519, in the SW 1/4, SE 1/4 of Section 5 and the NW 1/4, NE 1/4 of Section 8, Township 14 North, Range 6 East, from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District.

**Ord. #42:** Rezone a parcel of land in the Town of Dell Prairie, owned by Tim A. Dietmeier, property (12.87 acres) known as Lots # 14-22, North Dells Hills (unrecorded subdivision) located on Part of Lot #1, C.S.M. #4592, in the NW 1/4, SW 1/4, Section 15, Township 14 North, Range 6 East, from an R-2 Rural Residential District to an A-3 Secondary Agricultural District.

**Ord. #43:** Rezone a parcel of land in the Town of New Haven, owned by Kenneth Huber, portion of property (1.4 acres) located at 3874 County Road P, in the NW 1/4 SW 1/4, Section 14, Township 14 North, Range 7 East, from an A-1 Exclusive Agricultural District to an R-1 Single Family Residential District.

**Ord. #44:** Rezone a parcel of land in the Town of Richfield, owned by Thomas Sumpter, property (40 acres) located at 513 & 513A Czech Avenue, in the NE 1/4, NE 1/4, Section 32, Township 18 North, Range 7 East, from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District.

**Ord. #45:** Rezone a parcel of land in the Town of New Haven, owned by Norman L. Hill, property (5 acres) located at 421 Gillette Avenue, known as Lot #1, C.S.M. #4944, in the NE 1/4, NE 1/4, Section 16, Township 14 North, Range 7 East, from an A-3 Secondary Agricultural District to an R-1 Single Family Residential District on 3 acres and from an A-3 Secondary Agricultural District to an A-1 Exclusive Agricultural District on the remaining 2 acres.

**Colored maps will be posted in County Board Room (questions contact Phil 339-4224)**

**Ord. #46:** There are nine Towns under the Adams County Comprehensive Zoning Ordinance; and the Adams County Board of Supervisors and Town Boards adopted the Comprehensive Zoning Ordinance Maps for each of the nine Towns, each Town Zoning Map contains numerous nonconforming zoned parcels due to insufficient size; and landowners are unable to obtain Building Permits for nonconforming zoned parcels.

**Ord. #47:** The State of Wisconsin Administrative Rule ATCP 51 regulates the siting of Livestock Facilities; and the Livestock Facility Siting Rule became effective May 01, 2006; and Resolution 17 – 2006 provided a six month extension for Adams County to adopt Zoning Ordinance regulations.

**18. Denials:**

**Den. #04:** Rezone a parcel of land in the Town of Monroe owned by Richard Hilliker, portion of property (55 acres) in Part of the NE 1/4, SE 1/4 and the SE 1/4, SE 1/4 of Section 36, Township 19 North, Range 4 East and Part of the S 1/2, NW 1/4 and the N 1/2, SW 1/4 and S 1/2, SW 1/4 and SW 1/4, NE 1/4 and the SE 1/4, NE 1/4 and the NE 1/4, SE 1/4 and the NW 1/4, SE 1/4 and the SW 1/4, SE 1/4 of Section 31, Township 19 North, Range 5 East, (one acre) not be changed from a Conservancy District to a Recreational/Residential District.

**19. Approve Claims:**

**20. Per Diem and Mileage for this Meeting read by the County Clerk**

21. Motion for County Clerk to correct errors
  22. Set next meeting date
- Discuss the needs of the Administrative position with Department Heads.
23. **Closed Session**: (none)
  24. Adjournment.

RESOLUTION NO. 56 – 2006

INTRODUCED BY: Health & Human Services Board

INTENT AND SYNOPSIS: To approve submission of a grant renewal application to fund a public transportation system and to allocate matching funds for the grant.

FISCAL NOTE: The matching funds required to cover one-half the estimated operating deficit is projected to be \$63,000 in Fiscal Year 2007. In addition, \$7,000 in matching funds will be required as the 20% match for the replacement of a 5 passenger vehicle. Funds (\$70,000) will be appropriated as an item in 2007 County budget (as was done in the two previous County budgets).

WHEREAS, Adams County has received a Federal Public Transit (Section 5311) Grant to provide a funding subsidy for the Adams County Transit System since 2004, and

WHEREAS, a grant renewal application for the period January through December 2007 is due to the Wisconsin Department of transportation no later than October 15, 2006, and

WHEREAS, scheduled transportation services in Adams County have continued to be of significant economic benefit to the County, and

WHEREAS, ridership (measured in rides per month) has increased approximately 14% from 2005 to 2006, and

WHEREAS, the system is used by approximately 17 individuals per month, serving as the sole means of transportation to work for many of them, and

WHEREAS, County commitment for the matching funds is required prior to submission of the grant application, and

WHEREAS, Central Wisconsin Community Action Council, Inc. (CWCAC) is again willing to write and submit the grant renewal application and to operate the system if grant funds are received, and

WHEREAS, the transit service can be provided for the entirety of Calendar Year 2007 at an approximate cost to the County of \$63,000, based upon the past three years of experience in operating the transit system, and

WHEREAS, one of the vehicles had, in June 2006, approximately 235,000 miles and is nearing the end of its useful life, and can be replaced with a 5 passenger van at a cost of approximately \$7,000 (20% match) to the County,

NOW, THEREFORE, BE IT RESOLVED by the County Board of Supervisors to approve the submission of the Section 5311 transit grant in October 2006, and to designate a total of \$70,000 in the 2007 County budget as matching funds for a transportation grant prepared and submitted by CWCAC, contingent upon federal approval of the grant.

Dated this 11<sup>th</sup> day of August, 2006.

HEALTH & HUMAN SERVICES BOARD

/s/ Bev Ward /s/ Patricia B. Townsend /s/ Teresa Harvey-Beversdorf /s/ Maureen Bruce /s/ Matthew M .Sherd /s/ Jerry Kotlowski

\_\_\_\_\_ ADOPTED by the Board of Supervisors of Adams County, Wisconsin, this \_\_\_\_\_ day of \_\_\_\_\_ DEFEATED \_\_\_\_\_, 2006.

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
County Board Chairperson

**RESOLUTION NO. \_\_\_\_\_57\_\_\_\_\_, 2006**

**INTRODUCED BY:** Adams County Health & Human Services Board.

**INTENT AND SYNOPSIS:** To obtain from the General Fund the amount of \$10,025.41, to cover the payment of gross wages due to litigation, as per the Agreement in Case 104 No. 63860 MA-12732.

**FISCAL NOTE:** Fiscal impact on county budget will amount to \$10,025.41. Source will be from the General Fund.

**WHEREAS:** In May, 2004, the clerk/typist position in the Veteran's Service Office was eliminated by action of the Adams County Board of Supervisors, Resolution No. 46-2004, dated May 18, 2004.

**WHEREAS:** It was determined through litigation to pay the employee back wages in the amount of \$10,025.41, for the period of April 19, 2004, through July 25, 2005, of which \$10,000.00 was deducted from the Veteran's Service Office budget in 2006.

**NOW, THEREFORE, BE IT RESOLVED** by the County Board of Supervisors that the transfer of monies from the General Fund to the Veteran's Service Office Salaries account #100 E 34 54700 110, \$8,523.00; FICA Benefit account #54700 210, \$528.43; Retirement-General account #54700 211, \$850.40; and Medicare Benefit account #54700 210, \$123.58; be effective immediately.

**DATED** this \_\_\_\_\_ day of \_\_\_\_\_, 2006.

/s/ Bev Ward /s/ Patricia B. Townsend /s/ Teresa Harvey-Beversdorf /s/ Maureen Bruce /s/ Jerry Kotlowski /s/ Mathew M. Sherd

_____	<b>ADOPTED</b>	by the Board of Supervisors of Adams County,
_____	<b>DEFEATED</b>	Wisconsin, this _____ day of _____, 2006
_____	<b>TABLED</b>	

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
County Board Chairperson

**RESOLUTION NO. \_\_\_\_\_58\_\_\_\_\_- 2006**

**INTRODUCED BY:** Planning & Development Committee

**INTENT & SYNOPSIS:** Authorization for Golden Sands RC&D to submit a grant application to the Department of Natural Resources Aquatic Invasive Species Grant Program for aquatic invasive species control in Adams, Portage and Waushara counties.

**FISCAL NOTE:** FISCAL NOTE: The Wisconsin Department of Natural Resources Aquatic Invasive Species Grant requires 50% matching contribution. The matching contributions will be split equally between Adams, Portage and Waushara counties. Adams will provide in-kind services for our share of matching contributions. There will be no county tax levy increase due to matching contributions.

**WHEREAS:** Adams County lakes are important resources used by the public for recreation and enjoyment of natural beauty; and

WHEREAS: A study and examination of aquatic invasive species will lead to a better understanding and will promote the public health, comfort, convenience, necessity and public welfare; and;

WHEREAS: We recognize the need for responsible and holistic long-range planning and treatment of aquatic invasive species to better manage these lakes, their watersheds, and uses; and

WHEREAS: Golden Sands RC&D is qualified to carry out the responsibilities of the grant,

NOW, THEREFORE BE IT RESOLVED that the Adams County Board of Supervisors authorizes Golden Sands RC&D to act on behalf of the Adams County to submit an application to the State of Wisconsin Department of Natural Resources Aquatic Invasive Species Grant Program and to sign documents, take necessary action to undertake, direct and complete grant requirements

Submitted this 7th day of August, 2006

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Adopted \_\_\_\_\_

by the Adams County Board of Supervisors this \_\_\_\_\_ day of \_\_\_\_\_, 2006.

Defeated \_\_\_\_\_

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County Clerk

\_\_\_\_\_  
County Board Chair

**RESOLUTION NO. \_\_\_\_\_59\_\_\_\_\_ - 2006**

INTRODUCED BY: Planning and Development Committee

INTENT & SYNOPSIS: To eliminate 3 Scheduled Part-Time Dam Operator positions and the Conservation Clerk position effective December 31, 2006 and create a Resource Conservationist, Regular Full-Time (Salary Exempt) position effective January 1, 2007.

FISCAL NOTE: No increase to the tax levy will occur. Funding needed for the Resource Conservationist position is approximately \$53,765 of which 50% will be paid for by Wisconsin Department of Agriculture, Trade, and Consumer Protection grant. The tax levy funding within the existing budget for the positions to be eliminated will cover the balance.

WHEREAS: Adams County Resolution No. 83-2003 states the Conservation Clerk position is contingent upon funding from Wisconsin Department of Natural Resources (WDNR) grants; and

WHEREAS: The WDNR Lakes Classification Grant is due to expire December 31, 2006 while the 2007-2008 WDNR Aquatic Invasive Species Grant will be used to fund the Lake Specialist position; and

WHEREAS: The reorganization of the Land and Water Conservation Department will allow the department to meet state mandates and generate revenue by charging fees for engineering designs to address Shoreland Protection Ordinance Violations, Shoreland Special Exemptions and Animal Waste Storage Ordinance Violations; and

WHEREAS: Wisconsin State Law, Chapter 92 declares it to be the policy of the state to halt and reverse the depletion of the state's soil resources and pollution of its waters; and

WHEREAS: Wisconsin State Law, ATCP 50.10 states every county land conservation committee shall establish and maintain county soil and water conservation program; and

WHEREAS: One of the primary duties of the Resource Conservationist will be to protect and improve water quality and reduce soil erosion by administering and providing technical assistance for the state mandated Adams Soil and Water Resource Management Program which provides financial assistance to landowners to install best management practices; and

WHEREAS: One of the primary duties of the Resource Conservationist will be to protect and improve water quality and reduce soil erosion by administering and providing technical assistance for the state mandated Farmland Preservation Program which provides financial tax breaks to landowners who implement conservation plans; and

WHEREAS: Grant funding for staffing and operations received from the Department of Agricultural, Trade and Consumer Protection is based on meeting mandates within Wisconsin State Law, Chapter 92 and ATCP 50;

NOW, THEREFORE BE IT RESOLVED by the Adams County Board of Supervisors: to eliminate 3 Scheduled Part-Time Dam Operator positions and the Conservation Clerk position effective December 31, 2006 and create a Resource Conservationist, Regular Full-Time (Salary Exempt) position effective January 1, 2007, Grade 11, step 1. The Resource Conservationist position will exist as long as grant monies are available to fund a minimum of 50% of the position.

Submitted this \_\_\_\_ day of \_\_\_\_\_, 2006

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\_\_\_\_\_  
\_\_\_\_\_

Adopted \_\_\_\_\_

Defeated \_\_\_\_\_

By the Adams County Board of Supervisors this \_\_\_\_ day of \_\_\_\_\_, 2006

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
County Board Chair

INTRODUCED BY: Planning and Development Committee

INTENT & SYNOPSIS: To not fill third full-time non-exempt Building Inspector / Code Enforcement Officer position in the Planning & Zoning Department at this time, thereby saving County expenditures and to retain the currently vacant third full-time non-exempt Building Inspector / Code Enforcement Officer position in the Planning & Zoning Department until April 01, 2009, at which time the position will have been filled or will be eliminated.

FISCAL NOTE: No funds required.

WHEREAS: The County of Adams has been experiencing above average growth and was projected to continue such trend; and

WHEREAS: The continuing growth of Adams County has resulted in escalating numbers of permits issued, inspections required, complaints received and violations to investigate such that additional staff was required; and

WHEREAS: Resolution 10-2006 established a third full-time non-exempt Building Inspector / Code Enforcement Officer position in the Planning & Zoning Department; and

WHEREAS: Construction activities have, at least temporarily, declined; and

WHEREAS: Adams County is experiencing substantial financial constraints; and

WHEREAS: It is a priority in the Planning & Zoning Department to efficiently manage County funds; and

WHEREAS: Resolution #22A-2005 states that if a position is vacant for one year, the position shall be eliminated and shall only be re-created as if it is a new position; and

WHEREAS: The Planning & Zoning Department fully anticipates that construction activities will again escalate such that a third full-time non-exempt Building Inspector / Code Enforcement Officer will be needed; and

WHEREAS: On September 06, 2006, the Planning and Development Committee approved retaining the option to fill the third full-time Building Inspector position until April 01, 2009.

NOW, THEREFORE, BE IT RESOLVED: BY THE Adams County Board of Supervisors to retain the currently vacant third full-time non-exempt Building Inspector / Code Enforcement Officer position in the Planning & Zoning Department until April 01, 2009, at which time the position will have been filled or will be eliminated.

Dated this 6<sup>th</sup> day of September 2006.

/s/ Al Sebastiani /s/ Richard Colby /s/ Robert Dixon /s/ Sylvia Breene /s/ Fran Dehmlow /s/ Glenn Licitar /s/ Michael J. Keckeisen

ADOPTED ( )

DEFEATED ( ) BY THE ADAMS COUNTY BOARD OF SUPERVISORS THIS  
\_\_\_\_\_, day of September 2006

COUNTY CLERK

COUNTY BOARD CHAIRPERSON

INTRODUCED BY: Planning & Development Committee

INTENT & SYNOPSIS: To increase the amount of excess Planning & Zoning Department revenues that are transferred into the Department Vehicle Purchase Carry-over Account from \$7,000.00 / year to \$8,000.00 / year. All Department excess revenues not otherwise properly appropriated shall continue to be entered into the General Fund.

FISCAL NOTE: No appropriation of funds required. Only excess revenue not to exceed \$8,000.00 per year from Planning & Zoning Department account #100.45.44400 will be transferred into carry-over account #100.45.56404.999.

WHEREAS: The Planning & Zoning Department currently operates four vehicles; and

WHEREAS: The purchase prices of vehicles are increasing; and

WHEREAS: The Department purchases their vehicles with funds derived from a Department carry-over account funded by excess Department revenues; and

WHEREAS: Currently, \$7,000.00 / year is placed into the carry-over account with the intent of replacing a vehicle every three years; and

WHEREAS: Currently, each vehicle must remain in service for a period of twelve years before it is replaced; and

WHEREAS: The Department wishes to continue to be able to replace a vehicle every three years; and

WHEREAS: On September 06, 2006, the Planning & Development Committee approved retaining \$8,000.00 / year from excess revenues to be placed in the Department Vehicle Replacement Carry-over Account

NOW, THEREFORE, BE IT RESOLVED: BY THE Adams County Board of Supervisors to increase the amount of excess Planning & Zoning Department revenues that are transferred into the Department Vehicle Purchase Account from \$7,000.00 / year to \$8,000.00 / year. The amount of money in account #100.45.56404.999 shall not exceed \$30,000.00.

Dated this 6<sup>th</sup> day of September, 2006.

/s/ Al Sebastiani /s/ Richard Colby /s/ Robert Dixon /s/ Sylvia Breene /s/ Glenn Licitar /s/ Fran Dehmlow /s/

Michael J. Keckeisen

ADOPTED ( )

DEFEATED ( ) BY THE ADAMS COUNTY BOARD OF SUPERVISORS THIS

\_\_\_\_\_ DAY OF September , 2006

COUNTY CLERK

COUNTY BOARD CHAIRPERSON



**Resolution 62 2006**

INTRODUCED BY: Planning and Development Committee

INTENT & SYNOPSIS: To recommend County Board adoption of the Adams County Comprehensive Plan.

FISCAL NOTE: No funds required.

WHEREAS: After January 1, 2010, if a local governmental unit engages in official mapping, subdivision regulation, or zoning, those actions must be guided by, and consistent with, the community's comprehensive plan; and

WHEREAS: In 2003, Adams County was awarded a \$249,000.00 Comprehensive Planning Grant; and

WHEREAS: The Planning & Development Committee of Adams County, Wisconsin, by this Resolution, adopted on proper notice with a quorum and by a roll call vote of a majority of members present and voting resolves and recommends to the County Board, adoption of the Adams County Comprehensive Plan; and

WHEREAS: All maps and other materials noted and attached as exhibits to the Adams County Comprehensive Plan are incorporated into and made a part of the Adams County Comprehensive Plan dated July 2006; and

WHEREAS: The vote of the Planning & Development Committee in regard to this resolution shall be recorded by the secretary in the official minutes of the Planning & Development Committee.

WHEREAS: This Resolution was properly posted or published as required under s.60.80, Wis. Stats.

NOW, THEREFORE, BE IT RESOLVED: BY THE Adams County Board of Supervisors to adopt the Adams County Comprehensive Plan.

Dated this 6<sup>th</sup> day of September, 2006.

/s/ Al Sebastiani /s/ Richard Colby /s/ Robert Dixon /s/ Sylvia Breene /s/ Fran Dehmloew /s/ Glenn Licitar /s/ Michael J. Keckeisen

ADOPTED ( )

DEFEATED ( ) BY THE ADAMS COUNTY BOARD OF SUPERVISORS THIS  
19th DAY OF September, 2006

COUNTY CLERK

COUNTY BOARD CHAIRPERSON

INTRODUCED BY: Planning and Development Committee

INTENT & SYNOPSIS: To recognize and honor Francis Schalk for his approximately 14 years of distinguished service on the Adams County Board of Adjustment

FISCAL NOTE: None

WHEREAS: Francis Schalk was appointed to the Adams County Board of Adjustment in 1992; and

WHEREAS: Francis Schalk was Chairperson of the Board of Adjustment from 2001 to 2006; and

WHEREAS: Francis Schalk and the other Board of Adjustment members dealt with many very difficult issues over the years; and

WHEREAS: Francis Schalk always strove to be consistent and fair while adhering to the limits of the Board's power; and

WHEREAS: Francis Schalk resigned from the Board of Adjustment on May 17, 2006

WHEREAS: The Planning & Zoning Department depends heavily on a dedicated Board of Adjustment; and

WHEREAS: The Planning & Development Committee is aware of the importance of the Board of Adjustment as well as Mr. Schalk's distinguished service to Adams County and approved this Resolution at their September 06, 2006 meeting.

NOW, THEREFORE, BE IT RESOLVED: BY THE Adams County Board of Supervisors to acknowledge Francis Schalk for his lengthy and distinguished service to the Adams County Board of Adjustment.

Dated this 6<sup>th</sup> day of September, 2006.

/s/ Al Sebastiani /s/ Richard Colby /s/ Robert Dixon /s/ Sylvia Breene /s/ Glenn Licitar /s/ Fran Dehmlow /s/ Michael J. Keckeisen

ADOPTED ( )

DEFEATED ( ) BY THE ADAMS COUNTY BOARD OF SUPERVISORS THIS  
19<sup>th</sup> day of September, 2006

COUNTY CLERK

COUNTY BOARD CHAIRPERSON

INTRODUCED BY: Administrative & Finance Committee

INTENT & SYNOPSIS: To have Mr. Jeff Cohen, CPA with Schenck & Associates, for budget consulting

FISCAL NOTE: In the budget process for 2007

WHEREAS: The County is in the process of reviewing budgets with departments for the year of 2007; and

WHEREAS: Mr. Cohen has been the Auditor for Adams County for approximately 20 years and is very familiar with the departments regarding their budgets, both revenues and expenditures;

WHEREAS: It is in the best interest of Adams County to have a person with the knowledge that Mr. Cohen has to assist in the budget process and have the process be as efficient and cost effective to the County as possible;

WHEREAS: The Administrative & Finance Committee has four new members who have never been involved with the budget process and the process is being started approximately six weeks later than it has been in previous years.

NOW, THEREFORE, BE IT RESOLVED: By the Adams County Board of Supervisors that Jeff Cohen, CPA with the firm of Schenck & Associates, be involved in the budgeting process for Adams County to assure efficiency and cost effectiveness.

SUBMITTED FOR ADOPTION THIS 19<sup>TH</sup> DAY OF SEPTEMBER, 2006.

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Adopted ( )

Defeated ( ) By the Adams County Board of Supervisors this 19<sup>th</sup> Day of Sept., 2006

Tabled ( )

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County Clerk

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County Board Chairperson

**RESOLUTION NO. 65 -2006**

INTRODUCED BY: Administration and Finance Committee

INTENT & SYNOPSIS: To accept the Central Wisconsin Communications, Inc. (CWCI), a corporation organized under Wisconsin law, d/b/a Solarus, Broadband End User Master Services Agreement for broadband internet access at Castle Rock Park.

FISCAL NOTE: At current bandwidth requirements the Castle Rock location will cost \$960.00 for the 24 month period of the contract budgeted to come out of account 100 E 20 51450 336.

WHEREAS: This locations needs to connect to the network infrastructure at the courthouse in order to share data currently stored on the county network; and,

WHEREAS: The current dial up connection does not allow for a stable connection; and,

WHEREAS: Wireless Internet was not a option at the initial phase of the project; and,

WHEREAS: CWCI can now provide consistent broadband access to this location;

**NOW, THEREFORE, BE IT RESOLVED**, by the Adams County Board of Supervisors that the attached “CWCI Broadband End User Master Services Agreement” be, and hereby is, approved.

Submitted for adoption this 19th day of September, 2006.

Adopted \_\_\_\_\_

Defeated \_\_\_\_\_ by the Adams County Board of Supervisors

this 19th day of September, 2006.

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
County Board Chairman

**RESOLUTION NO. 66 -2006**

**INTRODUCED BY:** Harry Davis, Pat Townsend, Matt Sherd

**INTENT & SYNOPSIS:** To retain the Position of Adams County Administrator and recruit to fill the position at the conclusion of a planned evaluation.

**FISCAL NOTE:** None

**WHEREAS:** The position of County Administrator will be vacant as of Mr. John Keuler's last day October 7, 2006 offering the County Board of Supervisors the opportunity to evaluate the needs of the county with regard to the responsibilities and duties of the position; and

**WHEREAS:** The County Board passed a resolution to conduct said evaluation at the August 15, 2006 meeting with the assurances that the evaluation was not intended to abolish the position and set a deadline for completion of the evaluation; and

**WHEREAS:** An approved Adams County Administrator job description already exists that spells out the duties and qualifications of the County Administrator in accordance with state statute WI.STAT.§59.18. Said Job Description has the flexibility to accommodate any changes decided upon in the planned evaluation; and

**WHEREAS:** The County should not be without the services of a County Administrator for longer than necessary; and

**NOW, THEREFORE BE IT RESOLVED:** That the County Board of Supervisors direct the Corporation Counsel/Personnel Director to begin to recruit for a new County Administrator immediately.

Dated this 19<sup>th</sup> day of September 2006

/s/ Harry P. Davis /s/ Matthew M. Sherd /s/ Patricia B. Townsend /s/ John West

Adopted

Defeated

Tabled by the Adams County Board of Supervisors this 19th day of September, 2006 Tabled

County Clerk

County Board Chair

**INTRODUCED BY:** Executive Committee.

**INTENT & SYNOPSIS:** To continue the County's Flexible Spending Account (FSA) for County employees that are eligible for health insurance.

**FISCAL NOTE:** Assuming the same participation rates as in 2006 plan year, it is projected that the cost of the plan will be \$4,034.00, with the FICA savings projected to be \$4,273.81. This would result in no cost to the County, but rather a savings of approximately \$200.00.

**WHEREAS:** Associated Financial Group and the Health Insurance Study Committee on November 8, 2005, recommend the implementation of this FSA plan. The County Board adopted a resolution to implement the plan on November 15, 2005; and

**WHEREAS:** All funds employees elect to contribute to the flex plan shall be tax free for the employee and employer, with the County saving FICA tax payments on all wages contributed to the plan; and

**WHEREAS:** For the 2006 plan year, there have been 68 participants, which is approximately a 30% participation rate. The Health Insurance Study Committee recommended on September 5, 2006, to the Executive Committee, to continue the plan until such a time the County decides to discontinue the benefit.

**WHEREAS:** The Health Insurance Study Committee recommends to continue both the health care and dependent care flex options. With the limit for the health care contributions to continue at \$2,000.00, and the dependent care maximum to continue as set by the IRS. The Committee would recommend to allow the employees 14 ½ months to use the funds in the health care flex or lose the funds to the County.

**NOW, THEREFORE, BE IT RESOLVED:** by the Adams County Board of Supervisors to continue the Pre-Tax Section 125 Flexible Spending Account for County employees that are eligible for health insurances, on an annual basis until such a time the County decides to discontinue the benefit.

**FURTHER BE IT RESOLVED:** That the plan will continue to offer both health care and dependent care flex options with the maximum contribution amounts as stated above, and to include a 14 ½ month time frame for employees to use the funds in the health care flex account or lose the funds to the County.

Dated this 19<sup>th</sup> day of September 2006.

Adopted \_\_\_\_\_

Defeated \_\_\_\_\_ by the Adams County Board of Supervisors this 19<sup>th</sup> day of September 2006.

Tabled \_\_\_\_\_

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
County Board Chair

Ordinance No.: \_\_39\_\_ 2006

**AMENDMENT OF ADAMS COUNTY ZONING ORDINANCE**

WHEREAS: The Adams County Board of Supervisors adopted the amended Adams County Zoning Ordinance as Ordinance No. 3-1998 on March 18, 1998, which was effective upon publication on March 25, 1998, and which was approved by the town board of the Town of Adams on November 9, 1999, such approval having been filed with the Adams County Clerk pursuant to section 59.69 of the Wisconsin Statutes; and

WHEREAS: On July 12, 2006, Roy Kawamura/Karen Chaffee POA, owner, petitioned the Adams County Board of Supervisors to amend the county zoning ordinance to rezone a parcel of land in the Town of Adams, as hereinafter described; and

WHEREAS: A public hearing, with due notice, was conducted on that petition by the Adams County Planning and Development Committee on September 6, 2006, and the Adams County Planning and Development Committee, after evaluating all data and evidence presented at the public hearing, recommends enactment of the proposed zoning change and hereby submits this proposed zoning ordinance amendment to the Adams County Board of Supervisors; now, therefore,

The County Board of Supervisors of the County of Adams does ordain as follows:

Zoning Change: The Adams County Zoning Ordinance, Ordinance No. 3-1998, and the corresponding zoning maps are hereby amended to reflect that the following described property is hereby changed from an A-2 Agricultural Transition District to an R-2 Rural Residential District.

Property (40 acres) located in the SW 1/4, SE 1/4, Section 1, Township 17 North, Range 5 East, Town of Adams, Adams County, Wisconsin, and

Published in the Times Reporter, the official newspaper of Adams County, on the \_\_\_\_\_ day of September 2006.

Recommended for enactment by the Adams County Planning and Development Committee on this 6th day of September 2006.

/s/ Richard Colby /s/ Robert Dixon /s/ Sylvia Breene /s/ Fran Dehmlow /s/ Michael J. Keckeisen

Enacted/Defeated by the Adams County Board on the \_\_\_\_\_ day of September 2006.

\_\_\_\_\_  
Cindy Phillippi, County Clerk

\_\_\_\_\_  
Cynthia Loken, Board Chair

ADAMS CO PLANNING & DEVELOPMENT COMMITTEE

September 6, 2006 – Room A260 -Courthouse

Friendship, WI 53934 – 9:00 A.M.

Roy Kawamura – Rezoning Request from an A-2 Agricultural Transition District to an R-2 Rural Residential District of the Adams County Zoning Ordinance to split the 40 acre parcel into 4 acre parcels for residential use on property located in the SW 1/4, SE 1/4, Section 1, Township 17 North, Range 5 East, Town of Adams, Adams County, Wisconsin.

Appearing for with testimony: Bob Nelson, Rec Land Properties

Appearing against with testimony: Clinton Perry does not want campers or mobile homes in the area.

Appearing against without testimony: Diane Perry.

Correspondence: Notification from the Town Board of Adams that they met on July 11, 2006 and do not object to the zoning change.

Disposition. Mike Keckeisen made a motion to recommend enactment of the zoning change, on the above-described property, to the County Board for final action. Richard Colby seconded the motion. Roll Call Vote: 7-Yes. Motion carried.



**AMENDMENT OF ADAMS COUNTY ZONING ORDINANCE**

WHEREAS: The Adams County Board of Supervisors adopted the amended Adams County Zoning Ordinance as Ordinance No. 3-1998 on March 18, 1998, which was effective upon publication on March 25, 1998, and which was approved by the town board of Easton on November 15, 1999, such approval having been filed with the Adams County Clerk pursuant to section 59.69 of the Wisconsin Statutes; and

WHEREAS: On July 17, 2006, Robert & Lucy Gregor, owners, petitioned the Adams County Board of Supervisors to amend the county zoning ordinance to rezone a parcel of land in the Town of Easton, as hereinafter described; and

WHEREAS: A public hearing, with due notice, was conducted on that petition by the Adams County Planning and Development Committee on September 6, 2006, and the Adams County Planning and Development Committee, after evaluating all data and evidence presented at the public hearing, recommends enactment of the proposed zoning change and hereby submits this proposed zoning ordinance amendment to the Adams County Board of Supervisors; now, therefore,

The County Board of Supervisors of the County of Adams does ordain as follows:

Zoning Change: The Adams County Zoning Ordinance, Ordinance No. 3-1998, and the corresponding zoning maps are hereby amended to reflect that the following described property is hereby changed from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District.

Property (41.06 acres) located at Lot #1, C.S.M. #2663, in the SW 1/4, NE 1/4, Section 25, Township 16 North, Range 5 East, Town of Easton, Adams County, Wisconsin, and

Published in the Times Reporter, the official newspaper of Adams County, on the \_\_\_\_\_ day of September 2006.

Recommended for enactment by the Adams County Planning and Development Committee on this 6th day of September 2006.

/s/ Al Sebastiani /s/ Richard Colby /s/ Robert Dixon /s/ Glenn Licitar /s/ Sylvia Breene /s/ Fran Dehmlow /s/ Michael J. Keckeisen

Enacted/Defeated by the Adams County Board on the \_\_\_\_\_ day of September 2006.

\_\_\_\_\_  
Cindy Phillippi, County Clerk

\_\_\_\_\_  
Cynthia Loken, Board Chair

ADAMS CO PLANNING & DEVELOPMENT COMMITTEE

September 6, 2006 – Room A260 -Courthouse

Friendship, WI 53934 – 9:00 A.M.

Robert A. & Lucy F. Gregor -- Rezoning Request from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District of the Adams County Zoning Ordinance to split the 41.06 acre parcel into 10 acre parcels on property known as Lot #1, C.S.M. #2663, in the SW 1/4, NE 1/4, Section 25, Township 16 North, Range 5 East, Easton Township, Adams County, Wisconsin.

Appearing for with testimony: Robert Gregor explained that he plans to split into 4-10 acre parcels, keeping one and possibly selling the other three.

Appearing for without testimony: Lucy Gregor; Christopher Prophet.

Appearing against with testimony: None.

Correspondence: Notification from the Town Board of Easton that they met on July 17, 2006 and do not object to the zoning change.

Disposition. Richard Colby made a motion to recommend enactment of the zoning change, on the above-described property, to the County Board for final action. Michael Keckeisen seconded the motion. Roll Call Vote: 7-Yes. Motion carried.

**AMENDMENT OF ADAMS COUNTY ZONING ORDINANCE**

WHEREAS: The Adams County Board of Supervisors adopted the amended Adams County Zoning Ordinance as Ordinance No. 3-1998 on March 18, 1998, which was effective upon publication on March 25, 1998, and which was approved by the town board of the Town of Dell Prairie on November 9, 1999, such approval having been filed with the Adams County Clerk pursuant to section 59.69 of the Wisconsin Statutes; and

WHEREAS: On July 12, 2006, Susanne Birnstiel, owner, petitioned the Adams County Board of Supervisors to amend the county zoning ordinance to rezone a parcel of land in the Town of Dell Prairie, as hereinafter described; and

WHEREAS: A public hearing, with due notice, was conducted on that petition by the Adams County Planning and Development Committee on September 6, 2006, and the Adams County Planning and Development Committee, after evaluating all data and evidence presented at the public hearing, recommends enactment of the proposed zoning change and hereby submits this proposed zoning ordinance amendment to the Adams County Board of Supervisors; now, therefore,

The County Board of Supervisors of the County of Adams does ordain as follows:

Zoning Change: The Adams County Zoning Ordinance, Ordinance No. 3-1998, and the corresponding zoning maps are hereby amended to reflect that the following described property is hereby changed from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District.

Property (9.950 acres) located at 1136 County Road K, known as Lot #5, C.S.M. # 1519, in the SW 1/4, SE 1/4 of Section 5 and the NW 1/4, NE 1/4 of Section 8, Township 14 North, Range 6 East, Dell Prairie Township, Adams County, Wisconsin, and

Published in the Times Reporter, the official newspaper of Adams County, on the \_\_\_\_\_ day of September 2006.

Recommended for enactment by the Adams County Planning and Development Committee on this 6th day of September 2006.

/s/ Al Sebastiani /s/ Richard Colby /s/ Robert Dixon /s/ Sylvia Breene /s/ Fran Dehmlow /s/ Glenn Licitar /s/ Michael J. Keckeisen

Enacted/Defeated by the Adams County Board on the \_\_\_\_\_ day of September 2006.

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Cindy Phillippi, County Clerk

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Cynthia Loken, Board Chair

ADAMS CO PLANNING & DEVELOPMENT COMMITTEE

September 6, 2006 – Room A260 -Courthouse

Friendship, WI 53934 – 9:00 A.M.

Susanne Birnstiel – Rezoning Request from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District of the Adams County Zoning Ordinance to allow the 9.950 acre parcel to become conforming on property located at 1136 County Road K, known as Lot #5, C.S.M. #1519, in the SW 1/4, SE 1/4 of Section 5 and the NW 1/4, NE 1/4 of Section 8, Township 14 North, Range 6 East, Town of Dell Prairie, Adams County, Wisconsin. **(Please note: A small portion of this property is located in a Recreational/Residential District of the Adams County Shoreland Protection Ordinance.**

Appearing for with testimony: David Block, representing Suzanne Birnstiel explained that they want to make the parcel conforming to make improvements.

Appearing against with testimony: None.

Correspondence: Notification from the Town Board of Dell Prairie that they met on July 11, 2006 and do not object to the zoning change. Fax received on August 23, 2006 from Ron Chamberlain, Adams County Highway Commissioner, stating no concerns regarding the zoning change. Note from Jerry & Audrey Jensen stating no objections.

Disposition. Robert Dixon made a motion to recommend enactment of the zoning change, on the above-described property, to the County Board for final action. Glenn Licitar seconded the motion. Roll Call Vote: 7-Yes. Motion carried.

**AMENDMENT OF ADAMS COUNTY ZONING ORDINANCE**

WHEREAS: The Adams County Board of Supervisors adopted the amended Adams County Zoning Ordinance as Ordinance No. 3-1998 on March 18, 1998, which was effective upon publication on March 25, 1998, and which was approved by the town board of the Town of Dell Prairie on November 9, 1999, such approval having been filed with the Adams County Clerk pursuant to section 59.69 of the Wisconsin Statutes; and

WHEREAS: On August 3, 2006, Tim A. Dietmeier, owner, petitioned the Adams County Board of Supervisors to amend the county zoning ordinance to rezone a parcel of land in the Town of Dell Prairie, as hereinafter described; and

WHEREAS: A public hearing, with due notice, was conducted on that petition by the Adams County Planning and Development Committee on September 6, 2006, and the Adams County Planning and Development Committee, after evaluating all data and evidence presented at the public hearing, recommends enactment of the proposed zoning change and hereby submits this proposed zoning ordinance amendment to the Adams County Board of Supervisors; now, therefore,

The County Board of Supervisors of the County of Adams does ordain as follows:

Zoning Change: The Adams County Zoning Ordinance, Ordinance No. 3-1998, and the corresponding zoning maps are hereby amended to reflect that the following described property is hereby changed from an R-2 Rural Residential District to an A-3 Secondary Agricultural District.

Property (12.87 acres) known as Lots # 14-22, North Dells Hills (unrecorded subdivision) located on Part of Lot #1, C.S.M. #4592, in the NW 1/4, SW 1/4, Section 15, Township 14 North, Range 6 East, Town of Dell Prairie, Adams County, Wisconsin, and

Published in the Times Reporter, the official newspaper of Adams County, on the \_\_\_\_\_ day of September 2006.

Recommended for enactment by the Adams County Planning and Development Committee on this 6th day of September 2006.

/s/ Al Sebastiani /s/ Richard Colby /s/ Robert Dixon /s/ Glenn Licitar /s/ Sylvia Breene /s/ Fran Dehmlow /s/ Michael J. Keckeisen

Enacted/Defeated by the Adams County Board on the \_\_\_\_\_ day of September 2006.

\_\_\_\_\_  
Cindy Phillippi, County Clerk

\_\_\_\_\_  
Cynthia Loken, Board Chair

ADAMS CO PLANNING & DEVELOPMENT COMMITTEE

September 6, 2006 – Room A260 -Courthouse

Friendship, WI 53934 – 9:00 A.M.

Tim Dietmeier – Rezoning Request from an R-2 Rural Residential District to an A-3 Secondary Agricultural District of the Adams County Zoning Ordinance to allow residential and agricultural use on property (12.87 acres) known as Lots #14-22, North Dells Hills (unrecorded subdivision) on Part of Lot #1, C.S.M. #4592, in the NW 1/4, SW 1/4, Section 15, Township 14 North, Range 6 East, Town of Dell Prairie, Adams County, Wisconsin

Appearing for with testimony: Greg Slayton, representing Tim Dietmeier explained that Mr. Dietmeier plans to build a shelter and have horses.

Appearing against with testimony: None.

Correspondence: Notification from the Town Board of Dell Prairie that they met on July 11, 2006 and do not object to the zoning change.

Telephone contacts: Jeff Kuper called 8-31-06, OK as long as the rezoning is not for a trucking company or something that does not conform.; Jay Hammes called 8-31-06, does not want a pole building with an apartment attached.

Disposition. Richard Colby made a motion to recommend enactment of the zoning change, on the above-described property, to the County Board for final action. Sylvia Breene seconded the motion. Roll Call Vote: 7-Yes. Motion carried.

**AMENDMENT OF ADAMS COUNTY ZONING ORDINANCE**

WHEREAS: The Adams County Board of Supervisors adopted the amended Adams County Zoning Ordinance on March 18, 1998, and was effective upon the publication date of March 25, 1998, and was approved by the Town Board of New Haven, such approval having been filed with the Adams County Clerk, pursuant to Section 59.69 of the Wisconsin Statutes, and

WHEREAS: On July 24, 2006, Kenneth Huber, owner, petitioned the Adams County Board of Supervisors to amend the county zoning ordinance to rezone a parcel of land in the Town of New Haven, as hereinafter described; and

WHEREAS: A public hearing, with due notice, was conducted on that petition by the Adams County Planning and Development Committee on September 6, 2006, and the Adams County Planning and Development Committee, after evaluating all data and evidence presented at the public hearing, recommends enactment of the proposed zoning change and hereby submits this proposed zoning ordinance amendment to the Adams County Board of Supervisors; now, therefore,

The County Board of Supervisors of the County of Adams does ordain as follows:

Zoning Change: The Adams County Zoning Ordinance, Ordinance No. 3-1998, and the corresponding zoning maps are hereby amended to reflect that the following described property is hereby changed from an A-1 Exclusive Agricultural District to an R-1 Single Family Residential District.

Portion of property (1.4 acres) located at 3874 County Road P, in the NW 1/4 SW 1/4, Section 14, Township 14 North, Range 7 East, Town of New Haven, Adams County, Wisconsin, and

Published in the Times Reporter, the official newspaper of Adams County, on the \_\_\_\_\_ day of September 2006.

Recommended for enactment by the Adams County Planning and Development Committee on this 6th day of September 2006.

/s/ Al Sebastiani /s/ Richard Colby /s/ Robert Dixon /s/ Sylvia Breene /s/ Fran Dehmlow /s/ Glenn Licitar /s/ Michael J. Keckeisen

Enacted/Defeated by the Adams County Board on the \_\_\_\_\_ day of September 2006.

\_\_\_\_\_  
Cindy Phillippi, County Clerk

\_\_\_\_\_  
Cynthia Loken, Board Chair

ADAMS CO PLANNING & DEVELOPMENT COMMITTEE

September 6, 2006 – Room A260 -Courthouse

Friendship, WI 53934 – 9:00 A.M.

Kenneth & Richard Huber – Rezoning Request from an A-1 Exclusive Agricultural District to an R-1 Single Family Residential District to split off a 1.4 acre parcel from the 40 acres for residential use on property located at 3874 County Road P, in the NW 1/4, SW 1/4, Section 14, Township 14 North, Range 7 East, Town of New Haven, Adams County, Wisconsin.

Appearing for with testimony: Kenneth Huber explained that they currently rent out the residence on the property and wish to sell it to a farm worker.

Appearing against with testimony: None.

Correspondence: Notification from the Town Board of New Haven that they met on July 20, 2006 and do not object to the zoning change. Fax received on August 23, 2006 from Ron Chamberlain, Adams County Highway Commissioner, stating no concerns regarding the zoning change.

Disposition. Robert Dixon made a motion to recommend enactment of the zoning change, on the above-described property, to the County Board for final action. Michael Keckeisen seconded the motion. Roll Call Vote: 7-Yes. Motion carried.



**AMENDMENT OF ADAMS COUNTY ZONING ORDINANCE**

WHEREAS: The Adams County Board of Supervisors adopted the amended Adams County Zoning Ordinance as Ordinance No. 3-1998 on March 18, 1998, which was effective upon publication on March 25, 1998, and which was approved by the town board of Richfield on June 25, 1998, such approval having been filed with the Adams County Clerk pursuant to section 59.69 of the Wisconsin Statutes; and

WHEREAS: On August 10, 2006, Thomas Sumpter, owner, petitioned the Adams County Board of Supervisors to amend the county zoning ordinance to rezone a parcel of land in the Town of Richfield, as hereinafter described; and

WHEREAS: A public hearing, with due notice, was conducted on that petition by the Adams County Planning and Development Committee on September 6, 2006, and the Adams County Planning and Development Committee, after evaluating all data and evidence presented at the public hearing, recommends enactment of the proposed zoning change and hereby submits this proposed zoning ordinance amendment to the Adams County Board of Supervisors; now, therefore,

The County Board of Supervisors of the County of Adams does ordain as follows:

Zoning Change: The Adams County Zoning Ordinance, Ordinance No. 3-1998, and the corresponding zoning maps are hereby amended to reflect that the following described property is hereby changed from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District.

Property (40 acres) located at 513 & 513A Czech Avenue, in the NE 1/4, NE 1/4, Section 32, Township 18 North, Range 7 East, Town of Richfield, Adams County, Wisconsin, and

Published in the Times Reporter, the official newspaper of Adams County, on the \_\_\_\_\_ day of September 2006.

Recommended for enactment by the Adams County Planning and Development Committee on this 6th day of September 2006.

/s/ Al Sebastiani /s/ Richard Colby /s/ Robert Dixon /s/ Sylvia Breene /s/ Fran Dehmlow /s/ Glenn Licitar /s/ Michael J. Keckeissen

Enacted/Defeated by the Adams County Board on the \_\_\_\_\_ day of September 2006.

\_\_\_\_\_  
Cindy Phillippi, County Clerk

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Cynthia Loken, Board Chair

ADAMS CO PLANNING & DEVELOPMENT COMMITTEE

September 6, 2006 – Room A260 -Courthouse

Friendship, WI 53934 – 9:00 A.M.

Thomas Sumpter – Rezoning Request from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District to allow a residence and agricultural use on property located at 513 & 513A Czech Avenue, in the NE 1/4, NE 1/4, Section 32, Township 18 North, Range 7 East, Town of Richfield, Adams County, Wisconsin.

Appearing for with testimony: Christopher Prophet and Tom Sumpter, co-owners explained that they want to split the property to build two residences.

Appearing against with testimony: None.

Correspondence: Notification from the Town Board of Richfield that they met on July 20, 2006 and do not object to the zoning change.

Disposition. Michael Keckeisen made a motion to recommend enactment of the zoning change, on the above-described property, to the County Board for final action. Glen Licitar seconded the motion. Roll Call Vote. 7-Yes. Motion carried.

**AMENDMENT OF ADAMS COUNTY ZONING ORDINANCE**

WHEREAS: The Adams County Board of Supervisors adopted the amended Adams County Zoning Ordinance on March 18, 1998, and was effective upon the publication date of March 25, 1998, and was approved by the Town Board of New Haven, such approval having been filed with the Adams County Clerk, pursuant to Section 59.69 of the Wisconsin Statutes, and

WHEREAS: On August 14, 2006, Norman L. Hill, owner, petitioned the Adams County Board of Supervisors to amend the county zoning ordinance to rezone a parcel of land in the Town of New Haven, as hereinafter described; and

WHEREAS: A public hearing, with due notice, was conducted on that petition by the Adams County Planning and Development Committee on September 6, 2006, and the Adams County Planning and Development Committee, after evaluating all data and evidence presented at the public hearing, recommends enactment of the proposed zoning change and hereby submits this proposed zoning ordinance amendment to the Adams County Board of Supervisors; now, therefore,

The County Board of Supervisors of the County of Adams does ordain as follows:

Zoning Change: The Adams County Zoning Ordinance, Ordinance No. 3-1998, and the corresponding zoning maps are hereby amended to reflect that the following described property is hereby changed from an A-3 Secondary Agricultural District to an R-1 Single Family Residential District on 3 acres.

Zoning Change: The Adams County Zoning Ordinance, Ordinance No. 3-1998, and the corresponding zoning maps are hereby amended to reflect that the following described property is hereby changed from an A-3 Secondary Agricultural District to an A-1 Exclusive Agricultural District on the remaining 2 acres.

Property (5 acres) located at 421 Gillette Avenue, known as Lot #1, C.S.M. #4944, in the NE 1/4, NE 1/4, Section 16, Township 14 North, Range 7 East, Town of New Haven, Adams County, Wisconsin, and

Published in the Times Reporter, the official newspaper of Adams County, on the \_\_\_\_\_ day of September 2006.

Recommended for enactment by the Adams County Planning and Development Committee on this 6th day of September 2006.

/s/ Al Sebastiani /s/ Richard Colby /s/ Robert Dixon /s/ Sylvia Breene /s/ Fran Dehmloew /s/ Glenn Licitar /s/ Michael J. Keckeisen

Enacted/Defeated by the Adams County Board on the \_\_\_\_\_ day of September 2006.

\_\_\_\_\_  
Cindy Phillippi, County Clerk

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Cynthia Loken, Board Chair

ADAMS CO PLANNING & DEVELOPMENT COMMITTEE

September 6, 2006 – Room A260 -Courthouse

Friendship, WI 53934 – 9:00 A.M.

Norman & Carole F. Hill – Rezoning Request from an A-3 Secondary Agricultural District to and R-1 Single Family Residential District on a 3 acre parcel to allow residential use and from an A-3 Secondary Agricultural District to an A-1 Exclusive Agricultural District on the remaining 2 acres of the Adams County Zoning Ordinance to be combined with the original 40 acres parcel on property located at 421 Gillette Avenue, known as Lot #1, C.S.M. #4944, Section 16, Township 14 North, Range 7 East, Town of New Haven, Adams County, Wisconsin.

Appearing for with testimony: Norman Hill explained that they want to keep 3 acres and sell the remaining 2 acres back to Chuck Hill to be farmed.

Appearing against with testimony: None.

Correspondence: Notification from the Town Board of New Haven that they met on July 20, 2006 and do not object to the zoning change.

Disposition. Michael Keckeisen made a motion to recommend enactment of the zoning change, on the above-described property, to the County Board for final action. Richard Colby seconded the motion. Roll Call Vote: 6-Yes. 1-No. Motion carried.

WHEREAS; There are nine Towns under the Adams County Comprehensive Zoning Ordinance; and

WHEREAS; The Adams County Board of Supervisors and Town Boards adopted the Comprehensive Zoning Ordinance Maps for each of the nine Towns, and

WHEREAS; Each Town Zoning Map contains numerous nonconforming zoned parcels due to insufficient size; and

WHEREAS; Landowners are unable to obtain Building Permits for nonconforming zoned parcels; and

WHEREAS; It is the goal of the Town Boards and the Adams County Planning & Development Committee to remedy those nonconforming zoned parcels; and

WHEREAS; Draft Zoning Ordinance Maps and text revisions to alleviate the nonconforming zoned parcels have been developed for all nine Towns and reviewed by each Town Board; and

WHEREAS; Notice of the public hearing at which this matter was considered was published on August 23, 2006 and August 30, 2006 in the Adams County Times Reporter, and

WHEREAS; The Adams County Planning & Development Committee conducted a public hearing on the proposed maps and text revisions to the Adams County Comprehensive Zoning Ordinance on September 06, 2006 and after evaluating all data and evidence presented at the hearing, the Planning and Development Committee moved to recommend enactment as stated below.

THE ADAMS COUNTY BOARD OF SUPERVISORS DO ORDAIN AS FOLLOWS:

This Ordinance Amendment is to be effective as of the date of its publication, following enactment by the Adams County Board of Supervisors. Upon the effective date of this Ordinance Amendment, all prior Comprehensive Zoning Maps for the nine Towns under the Adams County Comprehensive Zoning Ordinance shall become invalid to the extent of nonconforming zoned parcels. Existing parcels shall not be considered nonconforming due to the lack of minimum widths as required by Ordinance, however, all required yard setbacks must be Ordinance compliant. Subsequent to adoption of the Zoning Maps by the Adams County Board of Supervisors, each Town shall hold a public hearing for their Zoning Map and the related Ordinance text revisions. The Towns shall have the ability to make minor changes to the Zoning Maps provided the changes are compliant with the Zoning Ordinance. Subsequent to Town adoption, if errors arise in the newly adopted Zoning Maps, the errors shall be corrected by the Zoning Administrator without public hearing.

Published in the Times-Reporter, the official newspaper of Adams County, on the \_\_\_\_\_ day of September, 2006.

Recommended for enactment by the Adams County Planning and Development Committee on this 6th day of September, 2006.

/s/ Al Sebastiani /s/ Richard Colby /s/ Robert Dixon /s/ Sylvia Breene /s/ Fran Dehmlow /s/ Michael J. Keckeisen  
/s/ Glenn Licitar

Enacted Defeated by the Adams County Board on this \_\_\_\_\_ day of September, 2006.

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Cindy Phillippi, County Clerk

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Cynthia Loken, Board Chair

ADAMS CO PLANNING & DEVELOPMENT COMMITTEE

September 6, 2006 – Room A260 -Courthouse

Friendship, WI 53934 – 9:00 A.M.

Public Hearing for Adams County Comprehensive Zoning map amendments and associated Zoning Ordinance text revisions and additions. **Please note: These are the maps and ordinance text revisions to correct the nonconforming parcels.**

Appearing for with testimony: None

Appearing for without testimony: Myron Byers

Appearing against with testimony: None.

Correspondence: Notification letter approving proposed zoning maps to correct nonconforming parcels from the Towns of Adams, Dell Prairie, Easton, Jackson, New Chester, New Haven, Preston, Richfield and Springville.

Disposition. Richard Colby made a motion to recommend approval of the Adams County Comprehensive Zoning map amendments and associated Zoning Ordinance text revisions and additions, with the decision of the Committee to allow any errors to be corrected immediately by the Zoning Administrator and to strike the phrase “with prior approval of the Planning & Development Committee” from the Ordinance and forward to the County Board for final action. Michael Keckeisen seconded the motion. All in favor. Motion carried.

WHEREAS; The State of Wisconsin Administrative Rule ATCP 51 regulates the siting of Livestock Facilities; and

WHEREAS; ATCP 51, the Livestock Facility Siting Rule became effective May 01, 2006; and

WHEREAS; Resolution 17 – 2006 provided a six month extension for Adams County to adopt Zoning Ordinance regulations regarding ATCP 51; and

WHEREAS; ATCP 51 standards apply only to new and expanding Livestock Facilities having 500 or more animal units and expanded by at least twenty percent, and

WHEREAS; ATCP 51 significantly limits County ability to regulate Livestock Facilities; and

WHEREAS; Adams County currently regulates by Conditional Use Permit the number of animal units allowed in an agricultural district; and

WHEREAS; Amendment to the Adams County Comprehensive Zoning Ordinance is necessary if Adams County wishes to continue to regulate livestock operations; and

WHEREAS; The Adams County Comprehensive Zoning Ordinance applies only to the following Towns: Adams, Dell Prairie, Easton, Jackson, New Chester, New Haven, Preston, Richfield and Springville; and

WHEREAS; Notice of the public hearing at which this matter was considered was published on August 23, 2006 and August 30, 2006 in the Adams County Times Reporter, and

WHEREAS; The Adams County Planning & Development Committee conducted a public hearing on the proposed text revisions to the Adams County Comprehensive Zoning Ordinance on September 06, 2006 and after evaluating all data and evidence presented at the hearing, the Planning and Development Committee moved to recommend enactment as stated below.

THE ADAMS COUNTY BOARD OF SUPERVISORS DO ORDAIN AS FOLLOWS:

This Ordinance Amendment is to be effective as of the date of its publication, following enactment by the Adams County Board of Supervisors. The Adams County Board of Supervisors understands the need for lands to be available for location of Livestock Facilities, however the Board also understands that conflicting land uses require special consideration and evaluation. Upon the effective date of this Ordinance Amendment, all ATCP 51 regulated Livestock Facilities of 500 animal units and greater shall require a Conditional Use Permit.

Published in the Times-Reporter, the official newspaper of Adams County, on the \_\_\_\_\_ day of September, 2006.

Recommended for enactment by the Adams County Planning and Development Committee on this 6th day of September, 2006.

/s/ Robert Dixon /s/ Richard Colby /s/ Sylvia Breene /s/ Fran Dehmlow /s/ Michael J. Keckeisen

Enacted Defeated by the Adams County Board on this \_\_\_\_\_ day of September, 2006.

\_\_\_\_\_  
Cindy Phillippi, County Clerk

\_\_\_\_\_  
Cynthia Loken, Board Chair

ADAMS CO PLANNING & DEVELOPMENT COMMITTEE

September 6, 2006 – Room A260 -Courthouse

Friendship, WI 53934 – 9:00 A.M.

Public Hearing for Comprehensive Zoning Ordinance text amendments and additions to the A-1 zoning districts to allow the siting of Livestock Facilities as per the Livestock Facility Siting Law (ATCP 51)

Appearing for with testimony: None.

Appearing against with testimony: None.

Correspondence: None.

Disposition. Fran Dehm low made a motion to recommend approval with amendments as necessary by Corporation Counsel, to the County Board for final Action. Richard Colby seconded the motion. All in favor. Motion carried.



**AMENDMENT OF ADAMS COUNTY SHORELAND Protection ORDINANCE**

WHEREAS: The Adams County board of Supervisors adopted the Adams County Shoreland Protection Ordinance on December 14, 1970, with an effective date of January 1, 1971, pursuant to the authorization contained in Section 59.692 of the Wisconsin Statutes, and was revised on June 19, 1990 as the Adams County Shoreland Protection Ordinance, with an effective date of June 27, 1990, and

WHEREAS: On April 12, 2006, Richard Hilliker, representative for the Wisconsin River Power Company, petitioned the Adams County Board of Supervisors to amend the county zoning ordinance to rezone a parcel of land in the Town of New Haven, as hereinafter described; and

WHEREAS: A public hearing, with due notice, was conducted on that petition by the Adams County Planning and Development Committee on May 3, 2006, and the Adams County Planning and Development Committee, after evaluating all data and evidence presented at the public hearing, recommended denial of the proposed zoning change and hereby submits this proposed zoning ordinance amendment to the Adams County Board of Supervisors, which was referred back to the Planning and Development Committee for reconsideration; another public hearing was conducted on that petition by the Adams County Planning and Development Committee on September 6, 2006 and after evaluating all data and evidence presented at the public hearing recommended Denial of the proposed zoning change and hereby submits this proposed zoning ordinance amendment to the Adams County Board of Supervisors now, therefore,

The County Board of Supervisors of the County of Adams does ordain as follows:

Zoning Change: The Adams County Shoreland Protection Ordinance, Ordinance No.8-1990 and the corresponding zoning maps are not amended to reflect that the following described property (one acre) be changed from a Conservancy District to a Recreational/Residential District.

Portion of property (55 acres) in Part of the NE 1/4, SE 1/4 and the SE 1/4, SE 1/4 of Section 36, Township 19 North, Range 4 East and Part of the S 1/2, NW 1/4 and the N 1/2, SW 1/4 and S 1/2, SW 1/4 and SW 1/4, NE 1/4 and the SE 1/4, NE 1/4 and the NE 1/4, SE 1/4 and the NW 1/4, SE 1/4 and the SW 1/4, SE 1/4 of Section 31, Township 19 North, Range 5 East, Town of Monroe, Adams County, Wisconsin., and

Published in the Times Reporter, the official newspaper of Adams County, on the \_\_\_\_\_ day of September 2006.

Recommended for Denial by the Adams County Planning and Development Committee on this 6th day of September 2006.

/s/ Al Sebastiani /s/ Richard Colby /s/ Robert Dixon /s/ Sylvia Breene /s/ Glenn Licitar /s/ Fran Dehmlow /s/ Michael J. Keckeisen

Enacted/Defeated by the Adams County Board on the \_\_\_\_\_ day of September 2006.

\_\_\_\_\_  
Cindy Phillippi, County Clerk

\_\_\_\_\_  
Cynthia Loken, Board Chair

ADAMS CO PLANNING & DEVELOPMENT COMMITTEE

September 6, 2006 – Room A260 -Courthouse

Friendship, WI 53934 – 9:00 A.M.

Wisconsin River Power Company/Van Kuren Trails – Rezoning Request from a Conservancy District to a Recreational/Residential District of the Adams County Shoreland Protection Ordinance for residential use on a portion of property (55 acres) in Part of the NE 1/4, SE 1/4 and the SE 1/4, SE 1/4 of Section 36, Township 19 North, Range 4 East and Part of the S 1/2, NW 1/4 and the N 1/2, SW 1/4 and S 1/2, SW 1/4 and SW 1/4, NE 1/4 and the SE 1/4, NE 1/4 and the NE 1/4, SE 1/4 and the NW 1/4, SE 1/4 and the SW 1/4, SE 1/4 of Section 31, Township 19 North, Range 5 East, Town of Monroe, Adams County, Wisconsin.

Appearing for with testimony: Keith Rusch, Nattera Land; Richard Hilliker, WRPC; Bill White(Nattera Land Attorney); Scott Gruening, Nattera Land; David Renner, Monroe Chair;

Appearing for without testimony: Connie Carlson; Helen Anderson

Appearing against with testimony: John LaValley; Nina Zelenski; Janet Boddy; Wilbur Fritz; Beth Jones; Patty Tiffany; Ken Godlewski; Charles Dayton; .

Appearing against without testimony: Lyn Moen; Nancy Godlewski; Harold Stewart; Mardele Stewart; Carol Lyman; Ronald Lyman; Joyce Kirslenlohr; Joan Schultz; Ruth Ann Fritz; Trudy Smith; John Smith; Elizabeth Dayton.

Also Present: Scott Watson, DNR; Chris Murphy, Land & Water; Bob Kissinger; Robert Morris; Charles Martin.

Correspondence: Fax received on August 28, 2006 from Ron Chamberlain, Adams County Highway Commissioner, stating no concerns regarding zoning change. E-mails from Beth Jones; Patty Tiffany; Betty Thomas; Karen Schmidt; all against the rezoning. Letters from Janet Boddy, David Ostrum; Nina Zelenski; Jim & Donna Fenzel; Calvin & Marilyn West; Dale & Sandy Lieber; all against the rezoning. Telephone calls from Ruth Holloway; Floyd Johnson; Al Bartin; Ralph Gladbach; Randy Neuman; all against the rezoning.

E-mail from Ivan Cook supporting the rezoning.

Disposition. Michael Keckeisen made a motion to deny the request for the above described property under Section 8.52 of the Adams County Shoreland Protection Ordinance, stating that there was a reason for creating this section and should not be adjusted.

Administrative & Finance Meeting Minutes  
August 11, 2006  
8:00 a.m.

Meeting called to order by Chairperson Sebastiani at 8:00 a.m. Grabarski, Keckeisen, Davis, Sebastiani present. Excused West.

Motioned by Grabarski/Keckeisen to deviate from the agenda and take Treasurer. Motion carried by unanimous voice vote.

Motioned by Keckeisen/Grabarski to get a survey done on Kramer property and clean up the Kramer property up. Motion carried by unanimous voice vote.

Motioned by Grabarski/Keckeisen to allow Sue Theisen to attend Real Property Lister Conference in Wausau in September. Motion carried by unanimous voice vote.

Motioned by Grabarski/Keckeisen to allow Mary Ann Bays to attend meeting in Superior in October for the Treasurer's Association. Motion carried by unanimous voice vote.

Motioned by Grabarski/Davis to approve the July 14 and 17 Administrative and Finance Meeting Minutes. Motion carried by unanimous voice vote.

Notify Edie to attend next meeting to explain cartridges on copy machine, laser printer.

MIS: Dawn McGhee present at 8:30 a.m. submitted her preliminary budget for 2007. Motioned by Grabarski/Davis to approve report. Motion carried by unanimous voice vote. The following departments have not signed and returned memo dated July 14, 2006 from committee regarding computer policy: Law, Register of Deeds, Land Conservation, Parks, Solid Waste, Emergency Management, Health and Human Services, Circuit Court. Send reminder and highlight deadline date August 11, 2006. The following dates August 17-21, September 7-11, October 19-23 are scheduled for vacation and have been turned into the Administrator's office.

Davis excused at 9:20 a.m.

County Clerk: AT & T billing is still lingering. Outstanding amount is approximately \$5,000.00. Not heard anything regarding the payment on the accounts. Motioned by Grabarski/Davis if no response in 30 days we should pay the AT & T bill. Motion carried by unanimous voice vote. Commission on reimbursement last dropped from 50% to 1/3. Still have not gotten anything on National Equity.

Discussion regarding time frame on 2007 budget process, with Administrators resignation what will the process be?

Davis returned to meeting at 10:10 a.m.

Keuler joins meeting with bill regarding signs purchased by Edie for the Community Center. The bill is \$259.88 where should the payment come from?

Keuler informed the committee signs are not legal and can not be put up as they do not meet ADA requirements. They are also reflective and have adhesive on the back of them. Maintenance was instructed not to put them up.

Keuler informed the committee he signed the National Equity contract, Kevin had it.

Keuler will set up the times for departments to meet on 2007 budget.  
Keuler would like the committee to review United Way payroll deduction.

Kniess joined the meeting at 11:05 a.m. to explain National Equity contract has been mailed. They will be requesting utilities bills. Discussion regarding AT & T unpaid balance. Kniess instructed that we pay the balance due.

Add United Way to agenda on the 17<sup>th</sup> for 8:30 a.m. John will let them know.  
Kniess and Keuler left.

Motioned by Grabarski/Davis to recess for lunch at 12 noon. Motion carried by unanimous voice vote.

Meeting called back to order by Chairperson Sebastiani at 1:22 p.m. Grabarski, Davis, Keckeisen, Sebastiani present. West excused.

Committee would like Edie to attend next meeting to discuss signs and intern project at the August 17 meeting.

Budget process begins September 18 thru 22 and September 25 thru 29 and only continue Oct 2 thru the 6 if needed.

It was suggested we create a resolution for September meeting J Cohen to be present primarily for Health & Human Service, Highway, and Law budget and to further assisted if needed in budget processes.

Motioned by Grabarski/Davis to adjourn at 4:10 p.m. Motion carried by unanimous voice vote until August 17<sup>th</sup>, 2006 at 8:00 a.m.

Respectfully submitted,

Cindy Phillippi,  
Recording Secretary

These minutes have not been approved by the Administrative Finance Committee

Administrative and Finance Meeting Minutes  
August 17, 2006  
8:00 a.m.

Meeting called to order by chairperson Sebastiani at 8:05 a.m. Grabarski, Davis, Keckeisen, Sebastiani present. Excused West.

Bays submitted a financial report. Bays will be paying 7.7 million out in tax settlements. Big Flats property last owner recorded in the 1940's we will be doing a title search. We will be publishing tax deeded property in September. October 16<sup>th</sup> at 1 p.m. bids for tax deeded property will be opened.

Bruce Trimble from United Way gave information on 211 first call, it is a volunteer run organization, September/October is the fall campaign. Close out date is December 31 anything after that goes toward the next year.

Edie Felts-Podoll and Fran Dehmlow discussed copier cartridges, sign bill from Highway Department and intern position.

Hamman was requested to explain sign project and status. Hamman showed the signs created by Highway Department to the Committee. Motioned by Davis/Keckeisen to have Hamman contact Cummings Enterprise Inc. and see if the price still holds on the sign project as it was originally submitted. Motion carried by unanimous voice vote.

Motioned by Davis/Keckeisen to pay sign bill from Highway Department that was submitted at the August 11, 2006 Administrative and Finance meeting by Mr. Keuler. This is to be paid from the property account based on previous property committee's approval. Motion carried by unanimous voice vote.

Phillippi reported \$5,935.00 minus \$259.88 payment remains in 2006 budget for signs. Hamman reported Cummings stated the sign project will increase from the previous proposal due to slight increase in manufacturing costs. Motioned by Davis/Keckeisen to have Hamman have Bob Weed get a new price, forward the information to Mr. Keuler to go before the Executive Committee to make a decision. Motion carried by unanimous voice vote.

Hamman reported the sprinkler system at the Community Center was partially in the right of away and is being worked on.

Phillippi stated we are still waiting for figures from the City Administrator on special assessment figures for the 2007 budget. City Administrator stated there will be charges in 2007 and would get back to us.

Phillippi gave committee the following figures:

Wisconsin Retirement:

Felts – Podoll 2005 Retro

Wages \$546.00

Interest .60

Contributions \$55.69

Felts – Podoll Additional 2005 Retro

Wages \$18.60

Interest .04

Contributions \$1.90

Hwy Union Retro 2005

Wages	\$34,766.80
Interest	\$74.47
Contributions	\$ 3,546.23
Hwy 2005 (Grievance)	
Wages	\$256.40
Interest	.80
Contributions	\$26.15
Courthouse 1168 /Professional Union Retro 2005	
Wages	\$89,190.85
Interest	\$281.83
Contributions	\$9,097.52
Manning (went over hours)	
Wages	\$1,713.21
Interest	\$4.89
Contributions	174.75
Sorenson (missing payroll change notice paid at wrong rate)	
Wages	\$1,112.93
Interest	\$3.47
Contributions	\$113.52

Settlement agreements paid out:

Gruber Wages	\$8,523.00
Pieper Larrabee	\$39,056.10

County Clerk's office is waiting for retirement to send billings on two settlements. Actual to budget reports based on 6-month were given to Harry Davis. Outside counsel fees have not been budgeted for, committee recommends that in the 2007 budget process we incorporate an amount based on the 6-month actual.

Over time comparison for period of January thru first payroll in August of 05 and 06:

	2005	2006	Increase/Decrease
Clerk of Courts	\$97.85	\$1,255.94	\$1,158.09
Corporation Counsel	\$2,776.81	\$2,084.46	(\$692.35)
DA	\$5,084.46	\$3,728.20	(\$1,356.26)
Health & Human	\$1,316.08	\$507.06	(\$809.02)
Law	\$218,982.12	\$273,509.47	\$54,527.35
Library	\$2,814.26	\$3,041.05	\$226.79
Highway	\$134,718.26	\$43,807.44	(\$90,910.82)
Solid Waste	\$9,781.41	\$4,354.30	(5,427.11)
<b>Total</b>	<b>\$375,571.25</b>	<b>\$332,287.92</b>	<b>(43,283.33)</b>

These figures are reflective of 1-1-06 thru 8-05-06. Overall overtime has decreased.

Grabarski excused at 10:30 a.m.

Approve monthly vouchers.

Set next meeting dates September 12, & 15 at 8:00 a.m. Discuss 2007 budget process. Times Reporter and newspaper subscriptions and approval of budgeting Resolution to the 15<sup>th</sup> agenda.

Motioned by Keckeisen/Davis to adjourn until September 12<sup>th</sup> at 8:00 a.m. at 1:00 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,

Cindy Phillippi,  
Recording Secretary

These minutes have not been approved by the Administrative Finance Committee

CENTRAL WISCONSIN COMMUNITY ACTION COUNCIL, INC.  
BOARD OF DIRECTORS MEETING MINUTES  
BOARD MEETING  
June 28, 2006

PRESENT: Bill Gomoll, Patty Brogan, Cheryl Boehmke, Ross Swinehart, Fran Dehmlow, John Stevenson, Barry Pufahl, John Atkinson, Terri Respalje, Joe Garvin, Muriel Harper, James Layman, David Frohling, Evans Littlegeorge, Joan Koscal, Joan Fordham, Halsey Sprecher, Nancy O'Donnell, and John Alt

EXCUSED ABSENCE: Dean Morgan, Jan Bostad, Barbara Chesney, Eleanore Owen, and John Earl

UNEXCUSED ABSENCE: Scott Beard, Carmen Granados, and Paul Tadda

STAFF: Fred Hebert, Joan Frega, Donna Lynch, Craig Gaetzke, Kari Williams, and Susan Tucker

GUESTS: Jean Christensen, Kristine Koenecke, and Dennis Gorder

Date of Minutes: July 14, 2006

∴ John Alt called the meeting to order at 2:10 p.m.

∴ The Pledge of Allegiance was recited by all members present.

∴ John Alt asked all to remain standing and take a moment to honor those who are currently in service and those who have served in the military.

∴ Donna Lynch took the roll call. 19 members were present constituting a quorum.

The agenda was adopted by motion from Barry Pufahl and seconded by Joan Koscal.

Passed unanimously. MOTION CARRIED.

∴ Motion was made by John Stevenson to approve the minutes of April 26, 2006. Seconded by Bill Gomoll. No corrections were noted. Passed unanimously. MOTION CARRIED.

∴ John Alt introduced the staff and guests present; Jean Christensen (Auditor, Wipfli LLP), Kristine Koenecke, Dennis Gorder, Lisa Williams, Kari Sugden, Craig Gaetzke and Susan Tucker. He also took a moment to thank staff for the great job they do and expressed his appreciation for their assistance with the New Board Member Orientation.

∴ New board members were then introduced and welcomed by John; Fran Dehmlow from Adams, Halsey Sprecher from Sauk, and Dean Morgan (who was not present for this meeting) from Adams.

**PRESIDENT'S COMMENTS**

∴ John Alt made special mention of Joan Frega, and as President, extended a Resolution of Appreciation honoring Joan for her exemplary seven years of service. John then asked Fred to read the resolution.

∴ Fred read the resolution which expressed sincerest appreciation to Joan for all that she has accomplished and helped the agency accomplish in her years of service. He described her exceptional organizational skills and tenacity in making sure the Director and staff are all getting the job done, how much she will be missed, and that she enjoy a long happy and healthy retirement.

∴ Motion was made by Bill Gomoll to accept the Resolution of Appreciation for Joan. Seconded by Jim Layman.

Donna Lynch read the roll call vote to approve. Passed unanimously.

**MOTION CARRIED.**

Joan was then honored with a standing ovation and said farewell to the Board.

**EXECUTIVE DIRECTOR'S REPORT**

Fred eliminated his comments to introduce Jean Christensen (Auditor, Wipfli LLP). She distributed a handout and spoke of the audit results of 2005. It was great news to hear we had an outstanding audit with no findings.

Nancy O'Donnell commented on the 6th Annual Golf Tournament which was held on June 15, 2006. It was a great day at Trapper's Turn. Profit was about the same as last year (\$10,000). The golf tournament will be held at Trapper's Turn again next year. One hundred percent of the dollars raised go directly to client services.

Fred commented on John Earl's health problems. John is doing well and is looking forward to returning to the board.

**FINANCE COMMITTEE REPORT**

Joan Fordham gave the report of the June 28, 2006 meeting.

The meeting was called to order by Joan Fordham.

The agenda was adopted.

Karl presented the May 2006 Financial Reports. The Balance Sheet shows a much improved cash position. The Revenue and Expense Report was presented using a projected budget, revised from the one approved by the Board at the end of 2005. The committee requested that the budget figures remain the same as the approved budget, so they can be compared to the actual income and expense. The report titled "Projected Budget" should be renamed to "Revenue and Expense Report," using the actual revenue and expense figures applicable to the reporting period. The report titled "Budget vs. Actual" should use the Board approved budget figures, comparing them to the actual funds received or spent to the date of the report. The only reason to modify the budget will be the addition of new positions due to a new grant being received, and will need to be done at the Board level. (It is not anticipated that a new budget will be adopted, except in unusual circumstances.) The committee recognized that the approved budget is only an estimate and that the figures may change significantly. It was agreed that we need the baseline budget for comparison purposes.

Barry Pufahl motioned to approve the May 2006 Finance Reports.

Jean Christensen from Wiptli LLP provided a review of the 2005 audit. The audit is unqualified, with no findings. She pointed out that the property and equipment owned by the organization is highly leveraged. We experienced a decline in unrestricted net assets, and are below the range that they recommend. There were no other concerns raised by the audit. Jean will make a summary report to the full Board at its meeting.

The next meeting will be on August 23rd at 1 :00 pm.

Meeting was adjourned.

Motion was made by Bill Gomoll to approve the Finance Committee Report of June 28, 2006. Seconded by Jim Layman. Passed unanimously. **MOTION CARRIED.**

### **BUILDING COMMITTEE REPORT**

∴ Bill Gomoll gave the report of the May 19, 2006 meeting.

The agenda was unanimously approved.

The chair expressed his good feelings about the discussion that had previously occurred that morning in the Executive Committee meeting with the Juneau County Economic Development Committee regarding the New Networks, New Jobs Grant. He also expressed his thanks to all committee members for being present.

Fred commented that CWCAC is moving forward on the grant.

Susan Tucker provided a summary on the activities of the Homeless Unit for the first two months of the year. Susan successfully applied for an Emergency Shelter Grant on behalf of four agencies, CWCAC, Renewal Unlimited, Hope House and Homeless Haven, that will provide rental assistance, security deposit assistance, etc., plus operations dollars for the shelters. Susan also received preliminary approval for renewal of the Scattered Site Transitional Housing Grant, so it should continue through July 2008. Susan provided a written summary of the number of people seen for services in January and February. Susan also provided a summary of the efforts to get shelters established in Portage and the Dells.

Jennifer Montero came in to provide a summary on the Mauston HOME Rental Housing Development application (Colfax 11). CWCAC is applying to build a 6 unit building on our property in Mauston, 4 3-bedroom units, and 2 2-bedroom units on two levels. CWCAC will not be applying for re-zoning of the property, which was the reason for the rejection of the project three years ago, but will be applying for a conditional use permit.

Bill asked about the progress of relocating the Beaver Dam office and the Elroy Self-Help project. Because of the seriousness of the situation with JCEDC, Fred has not been able to pursue these matters any further at this time.

The meeting was adjourned.

Bill Gomoll gave the report of the June 23, 2006 meeting.

The agenda was unanimously approved.

Susan presented an up-to-date report on the Homeless Program Activity.

Susan also reported on the progress of Safe Haven, a shelter in Portage, and reported on a potential project dealing with fatherhood.

We have submitted a request to the Department of Commerce to develop a six-unit Affordable Rental Project to be built in Mauston. Our attempt to have the property rezoned met with strong opposition from the Mauston Zoning Committee. The Building Committee suggested we investigate properties in the Necedah and northern Adams County areas in addition to other counties.

Adams and Sauk Counties, along with the Village of Fall River have submitted Pre-Applications for Community Development Block Grants, which our agency possibly will administer.

The Elroy Project is suspended.



Our rental space has been listed with First Weber.

The next meeting will be on July 28, 2006.

The meeting was adjourned.

Motion was made by Barry Pufahl to approve the Building Committee Reports of May 19, 2006 and June 23, 2006.

Seconded by Joan Koscal. Passed unanimously. **MOTION CARRIED.**

#### PLANNING &; MONITORING COMMITTEE REPORT

Joan Koscal gave the report of the June 28, 2006 meeting.

The meeting was called to order at 1:30 p.m. by Joan Koscal. Five of six members were present constituting a quorum.

The Planning &; Monitoring Committee Agenda was adopted.

The minutes of the April 26, 2006 meeting were approved.

The committee discussed the Weatherization Program performance. The agency will close out the contract in good order. Noteworthy achievement: There were 52 homes or apartments weatherized in Columbia County.

John Stevenson moved to recommend full board approval of By-Laws changes.

Meeting adjourned.

Motion was made by Ross Swinehart to approve the Planning & Monitoring Committee of June 28, 2006. Seconded by Bill Gomoll. Passed unanimously. **MOTION CARRIED.**

Jim Layman moved to contract with a consultant to conduct our agency 2007 Needs Assessment Survey. The cost of the assessment will be \$4,000 - \$5,000.

The next meeting will be at 1:30 p.m. on August 23, 2006.

#### PERSONNEL COMMITTEE REPORT

∴ No meeting - no report.

#### ETHICS COMMITTEE REPORT

#### EXECUTIVE COMMITTEE REPORT

John Alt gave the report of the May 19, 2006 meeting.

The agenda was unanimously approved.

All present were self-introduced.

The President welcomed guests, especially the Board Members of Juneau County Economic Development Corporation.

Discussing concerns about administering the Federal Department of Health and Human Services Economic Development Grant was the purpose for inviting the JCEDC Board. The Executive Director offered a prepared statement expressing his actions as agency representative and reasons for our more aggressive involvement. He provided an explanation for the hiring and firing of Sue Noble and Paulette Bradley who were hired to manage the project. The JCEDC Board had an opportunity to express their concerns and question our staff, board, and MVP owners. Mr. Robert Hayward, JCEDC Chair, offered a concluding comment, in paraphrase, "That they would make a decision within the next two weeks about their support for the project and what course of action relative to the grant they would pursue." (The entire presentation and discussion has been recorded and tapes are maintained in the office).

We await contact from JCEDC; however, continuation of the project implementation is proceeding full force ahead.

After the JCEDC Board departed, the Executive Committee continued with agenda business.

The Executive Director provided an update on the 2006 Budget, which at this time is balanced. He also discussed the potential audit finding for 2005, which would be a result of insufficient unrestricted cash on December 31, 2005. The Auditor, Jean Christensen, will present our 2005 audit results at our Board Meeting on June 28, 2006.

We will have at least three new board members representing County Board Supervisors; two from Adams and one from Sauk. Committee members will be appointed and reappointed by the President based on Board Member preference.

Recognizing that the Executive Committee is comprised of only four members, and recognizing that utilization of past board Presidents is in the best interests of the board, the committee unanimously passed the following motion: "The Board of Directors may appoint the immediate past president to serve on the Executive Committee if that person is still a member of the Board of Directors." The Executive Committee realizes that by-law change recommendations are presented from the Planning and Monitoring Committee; they desire to express their endorsement of this change because of its effect on the Executive Committee.

The Committee provided some summary comments reacting to the discussion with the Juneau County Economic Development Corporation Board. General impressions were favorable with hope that they will continue to endorse the project and fulfill their commitment to the grant.

The next meeting will be held on June 23, 2006 at 2:00 p.m.

The meeting was adjourned.

The agenda was unanimously approved by motion & vote.

Minutes of the May 19, 2006 meeting were unanimously approved by motion &; vote with a correction. Expressions of reaction to the Juneau County Economic Development Corporation meeting with our Executive Committee were expressed. JCEDC has withdrawn their commitment to support the project. This will not stymie our pursuit of contract compliance.

UW- Extension Juneau County has withdrawn their support for the Economic Development Project. The Executive Committee will attempt to meet with their Committee to re-establish a partnership. We will request to meet with them at their time and place of choice; preferably for our next Executive Committee Meeting.

Required attendance at the New Board Orientation Training was discussed leading to the following motion: "New board members should be required to attend some formal orientation training."

The Committee approved by consensus that the Executive Director be compensated for lost salary from the two week voluntary layoff at the end of 2005 calendar year.

The Committee discussed the method of reporting Committee Meetings at the full Board Meeting, concluding that rather than having the minutes read, that a summary report would suffice.

Next meeting will either be on July 21, 2006 or at a time convenient for Juneau County University Extension Committee, if they choose to meet.

The meeting was adjourned.

Motion was made by Dave Frohling to approve the Executive Committee Report of June 23, 2006. Seconded by Ross Swinehart. Passed unanimously. MOTION CARRIED.

Motion was made by Barry Pufahl to approve the Executive Committee Report of May 19, 2006. Seconded by Jim Layman. Passed unanimously. MOTION CARRIED.

John Alt gave the report of the June 23, 2006 meeting.

**HUNGER REDUCTION COMMITTEE**

Cheryl Boehmke, committee Secretary, gave the report of the April 26, 2006 meeting. Chairperson Joe Garvin called the meeting to order at 1 :03 p.m.

The Beaver Dam food pantry will stay where they are until a new location is found.

The Rio Food Pantry's future is still uncertain and is continuing to be open on a month-to- month basis through the summer due to the needs of the 120 families being served. An option for the fall would be to move the pantry to Portage.

Staffs at pantries that receive USDA commodities have been meeting with Lisa to review their Civil Rights requirements. All volunteers and employees who give out food or come in contact with clients must sign off on federal non-discrimination requirements indicating that they have read them and understand them. Those signed documents must be kept on file to comply with Federal Law.

Lisa Williams distributed our statistical report showing households served, pounds of commodities and donated food received monthly during March, April and May. The addition of the donated food to the report was appreciated and shows a more complete picture of the food volume at each pantry. This report was to be distributed to the Board members along with the information about the Waupun pantry, our featured pantry for June. Lisa also reminded us that there would be no USDA commodities delivered in July.

Adams will be the featured pantry report distributed to the Board in August and will be provided by Cheryl Boehmke.

The meeting was adjourned at about 1:43 PM.

The next committee meeting will be at 1:00 PM on August 23, 2006.

The meeting was adjourned.

Motion was made by Jim Layman to approve the Hunger Reduction Committee Report of June 28, 2006. Seconded by Joan Koscal. Passed unanimously. MOTION CARRIED.

**OLD BUSINESS**

.. None

**NEW BUSINESS**

Fred re-introduced Donna Lynch as Joan's replacement.

.. Fred distributed a Certificate of Honorary Completion of an Orientation Session to Joe Garvin, Muriel Harper, Joan Fordham, Halsey Sprecher, Ross Swinehart, Dave Frohling, Patty Brogan, Terry Respalje, and Fran Dehmlow. He welcomed the new board members and invited all board members to call or visit anytime.

John Alt restated a motion from the Planning &; Monitoring Committee regarding proposed By- Law Change (5.05C, Executive Committee): "The Board of Directors may appoint the immediate past president to serve on the Executive Committee if that person is still a member of the Board of Directors." Barry Pufahl motioned that the By-Law

amendment read: "The immediate past president, if still a member of the Board of Directors, will be a member of the Executive Committee."

∴ Motion by Barry Pufahl to accept the proposed by-law change as amended which reads that the immediate past president, if still a member of the Board of Directors, will be a member of the Executive Committee. Seconded by Joan Fordham. Donna Lynch read the roll call vote to approve. Passed unanimously. **MOTION CARRIED.**

∴ John Alt restated a motion from the Executive Committee regarding New Board Orientation Training: "New board members should be required to attend some formal orientation training." Discussion followed.

∴ Motion was made by Bill Gomoll to approve the motion as read requiring new board members to attend some formal orientation training. Seconded by Jim Layman. Passed unanimously.

**MOTION CARRIED.**

∴ John Alt restated a motion from the Planning & Monitoring Committee regarding proposed By- Law Change (5.09, Building Committee) which would rename the Building Committee to the Building & Homeless Prevention Committee with the additional responsibility monitoring the homeless prevention housing resources developed or used by the agency.

∴ Motion to approve the Building Committee name change as read was made by Bill Gomoll. Seconded by Evans Littlegeorge. Passed unanimously. **MOTION CARRIED.**

John Alt restated a motion from the Planning & Monitoring Committee regarding proposed By-Law Change (5.10, Planning & Monitoring Committee) which would rename the Planning & Monitoring Committee to the Planning, Monitoring & Economic Development Committee with the additional responsibility of providing Board oversight for job/business creation grants & programs.

∴ Motion to approve the Planning & Monitoring Committee name change as read was made by Jim Layman. Seconded by John Stevenson. Passed unanimously. **MOTION CARRIED.**

**ANNOUNCEMENTS**

∴ No announcements.

**ADJOURN**

∴ Meeting was adjourned.

The next meeting will be on 23, 2006 at 2:00 p.m.

## ADAMS COUNTY BOARD OF SUPERVISORS REGULAR MONTHLY MEETING MINUTES

### ADAMS COUNTY BOARD ROOM

August 15, 2006 7:00 p.m.

The Adams County Board of Supervisors monthly meeting was called to order by Chairperson Loken at 7:04 p.m.

**Roll Call of Supervisors:** Dist. #01-Glenn Licitar; Dist. #02-Bob Dixon; Dist. #03-Larry Babcock; Dist. #04-Al Sebastiani; Dist. #05-Jerry Kotlowski; Dist. #06-Dean Morgan; Dist. #07-Dave Grabarski; Dist. #08-Frances Dehmlow; Dist. #09-Pat Townsend; Dist. #10-Matthew Sherd; Dist. #11-Beverly Ward; Dist. #12-Florence Johnson; Dist. #13-Michael Keckeisen; Dist. #14-Harry Davis, Dist. #15-David Renner; Dist. #17-Joyce Kirslenlohr; Dist. #18-Robert Neuenfeldt; Dist. #19-David Repinski; Dist. #20-Cynthia Loken. Excused Dist. #16-John West

Motioned by Dixon/Licitar to approve the agenda. Motion carried by unanimous voice vote.

Motioned by Neuenfeldt/Davis to approve the July 18, and July 25, 2006 County Board Minutes. Motion carried by roll call vote 19 yes, 1 excused. Excused West.

**Correspondence:** Letter dated July 27, 2006 from Marcia Huddleston regarding Van Kuren Trail Zoning. Motioned by Sebastiani/Neuenfeldt to accept the letter dated August 7, 2006 from John Keuler regarding his resignation as of October 7, 2006. Motion carried by roll call vote 17 yes, 2 no, 1 excused. Voting no, Renner, Townsend. Excused West.

**New Business:** County Administrator gave a report. Library Financial Report (included in minutes) County Clerk gave a report.

### **Resolutions:**

**Res. 52:** Motioned by Renner/Keckeisen to adopt Res. #52 to approve the creation of a full-time, exempt Geographical Information System (GIS) Technician position, pay grade 9 of the Adams County pay scale, to be supervised by the County Administrator. Motioned by Kirslenlohr/Dehmlow to amend Res. #52 to strike "*in the property room*" from the fourth whereas and now therefore be it resolved. Motion to amend carried by roll call vote 16 yes, 3 no, 1 excused. Voting no, Neuenfeldt, Renner, Repinski. Excused West. Motion to adopt amended Res. #52 carried by roll call vote 10 yes, 9 no, 1 excused. Voting no, Babcock, Davis, Kotlowski, Morgan, Neuenfeldt, Renner, Repinski, Townsend, Ward. Excused West.

**Res. 53:** Motioned by Kotlowski/Johnson to adopt Res. #53 to hire Quantic Architecture, LLC to complete a space needs study for the Sheriff's Department. Motioned by Johnson/Kotlowski to amend Fiscal Note and strike ~~Jail Assessment Fund~~ and insert "*unanticipated money coming from the Wisconsin Disaster Fund to reimburse the sheriff's department from Cottonville Fire in 2005*". Motion carried by roll call vote 18 yes, 1 no, 1 excused. Voting no Babcock. Excused West. Motioned by Kirslenlohr/Dehmlow to strike ~~whereas this will also provide the opportunity for the other departments in Adams County to piggy back projects onto this study to meet their various needs to provide essential services of the citizens of Adams County for the next several decades.~~ Motion to amend carried by roll call vote 14 yes, 4 no, 1 excused. Voting no Dixon, Loken, Sebastiani, Townsend.

Excused West.

Neuenfeldt excused at 8:08 p.m.

Motion to adopt twice amended Res. #53 carried by roll call vote 17 yes, 1 no, 2 excused. Voting no, Repinski. Excused, West, Neuenfeldt.

Neuenfeldt present at 8:12 p.m.

**Res. 54:** Motioned by Ward/Sebastiani to adopt Res. # 54 to study the needs of the County before filling the position of the Administrator. Motioned by Davis/Townsend to call for the question. Motion to call for the question carried by roll call vote, 15 yes, 4 no, 1 excused. Voting no, Dixon, Johnson, Renner, Sherd. Excused West. Motion to adopt Res. #54 carried by roll call vote, 10 yes, 9 no, 1 excused. Voting no, Davis, Dixon, Grabarski, Johnson, Keckeisen, Loken, Renner, Sherd, Townsend. Excused West.

**Res. 55:** Motioned by Sebastiani/Keckeisen to adopt Res. #55 to authorize the County Conservationist to act on behalf of Adams County to apply for \$50,000 from the Wisconsin Department of Natural Resources Aquatic Invasive Species Grant Program for the purpose of funding a staff person to provide educational and technical assistance for prevention and control of aquatic invasive species. Motion to adopt Res. #55 carried by roll call vote, 19 yes, 1 excused. Excused West.

**Recess:** Motioned by Sebastiani/Keckeisen to recess at 8:45 p.m. Motion carried by unanimous voice vote.

**Reconvene:** Roll call at 9:06 p.m. 19 present, 1 excused. Excused West.

### **Ordinances:**

**Ord. #34:** Motioned by Dixon/Johnson to enact Ord. # 34 to establish a 35 mph speed zone on CTH "A" Town of Jackson, Adams County, State of Wisconsin. Motion to enact Ord. #34 carried by roll call vote, 19 yes, 1 excused. Excused West.

**Ord. #35:** Motioned by Sebastiani/Licitar to enact Ord. #35 to rezone a parcel of land in the Town of Preston, property (15.029 acres) located at 751 Cree Avenue, known as Lot #1, C.S.M. #2822, in the NE 1/4, NW 1/4, Section 13, Township 18 North, Range 6 East, owned by Mark Strong, property (one acre) be changed from a Conservancy District to a Recreational/Residential District and, property is changed from an A-3 Secondary Agricultural District to an R-I Single Family Residential District. Motion to enact Ord. #35 carried by roll call vote, 17 yes, 2 no, 1 excused. Voting no, Babcock, Davis. Excused West.

**Ord. #36:** Motioned by Dixon/Sebastiani to enact Ord. #36 to rezone a parcel of land in the Town of Adams, property (1 acre) located at 2322 10<sup>th</sup> Avenue, known as Lot # 1, C.S.M. #2255 in the S ½, NW ¼, NW ¼, Section 27, Township 17 North, Range 6 East, owned by Daniel G. & Debra J. Jones, property is removed from a Wetland Conservation District. Motion to enact Ord. #36 carried by roll call vote, 18 yes, 1 no, 1 excused. Voting no, Davis. Excused West.

**Ord. #37:** Motioned by Kotlowski/Neuenfeldt to enact Ord. #37 to rezone a parcel of land in the Town of New Chester, property (40 acres) located in the NE ¼, NE ¼, Part of C.S.M. #3967, in Section 16, Township 16 North, Range 7 East, owned by Schmidt Revocable Trust, property is changed from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District. Motion to enact Ord. #37 carried by roll call vote, 19 yes, 1 excused. Excused West.

**Ord. #38:** Motioned by Dehmlow/Neuenfeldt to enact Ord. #38 to rezone a parcel of land in the Town of Springville, property (10 acres) located at 3278 13<sup>th</sup> Drive, in the NW ¼, SW ¼, SE ¼, Section 18, Township 15 North, Range 6 East, owned by Paul A. Theisen, from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District. Motion to enact Ord. #38 carried by roll call vote 19 yes, 1 excused. Excused West.

Approve Claims:

Motioned by Neuenfeldt/Sebastiani to approve, claims, per diem and mileage as submitted. Motion to approve carried by roll call vote, 19 yes, 1 excused. Excused West.

Motioned by Johnson/Ward to have the Clerk correct any and all errors and to read back at the next meeting if so requested. Motion carried by unanimous voice vote.

Motioned by Dehmlow/Townsend to set the next meeting date for September 19, 2006 at 4:30 p.m. to include at the end of the agenda, "discuss the needs of Administrative position with Department Heads. Motion carried by unanimous voice vote.

Motioned by Sebastiani/Ward to adjourn at 9:30 p.m. Motion to adjourn carried by unanimous voice vote.

Respectfully submitted,

Cindy Phillippi, Adams County Clerk

These minutes have not been approved by the County Board.

## **Executive Committee**

August 7, 2006

9:00 a.m.

Conference Room A231

Chairman Loken called the meeting to order at 9:00 a.m. The meeting was properly announced. Members present included: Supervisor Renner, Supervisor Kirslenohr, Supervisor Grabarski and Chairman Loken. Supervisor Babcock was excused. Others present: Supervisor Ward, Dan Calef, Jane Grabarski, Tim Diemert, Kevin Kniess, and Liz Hendricksen.

**Motion** by Supervisor Grabarski, second by Supervisor Kirslenohr to approve the agenda. Motion carried unanimously.

Chairman Loken explained that the minutes of the May 9, 2006, meeting have not been completed yet as there are 59 plus pages of dictation to review to complete the minutes, but they will be ready for the next meeting. **Motion** by Supervisor Renner, second by Supervisor Kirslenohr to approve the minutes of the July 10, 2006, Executive Committee meeting. Motion carried unanimously.

There was no public participation.

The Committee discussed the correspondence from Robin Skala of Central Wisconsin Community Action Counsel, which is requesting the authorization of the placement of a portable bathroom at the old Highway Shop for the monthly food pantry that is held there. The request would be to have the bathroom on a pallet, which would be outside for the pantry and moved inside when the pantry was done for the day, by storing this inside it would prevent vandalism to the bathroom. The Committee discussed concerns and had questions for Robin, the Committee will have Liz call Robin and get the answers to the following questions: how often will the bathroom be pumped, who would be moving the bathroom in and out of the building, would the person pumping the bathroom need keys to the building, once Liz has the answers the Committee will return to the discussion.

The Committee received one bid for gasoline, which Chairman Loken opened and read. The bid was from Wisconsin River Coop, which offered 1% discount on the purchase price of gasoline, and 10% discount on vehicle related purchases. Tim Diemert was in attendance and explained with the current price of gasoline, that discount comes to just over 3 cents per gallon discount. **Motion** by Supervisor Renner, second by Grabarski to approve the bid from Wisconsin River Coop for the purchase of gasoline. Motion carried unanimously.

The Committee discussed the Adams - Marquette Library Agreement, a packet was handed out from Dan Calef- Library Director regarding the use of the Marquette County Library in Oxford by Adams County residents. The Committee reviewed the Adams County residents' usage report for the Marquette County Library. Kevin explained that the contract has not been finalized and that Dan had a meeting setup with Kevin to discuss the final revisions for the contract that was reviewed last month at the Executive Committee meeting. The Committee questioned whether they had to enter into the agreement, and Kevin and Dan responded that with the change in the Library Act if we don't make payment to the Marquette County Library then Marquette County Library could refuse service to Adams County residents. This could mean in the future more agreements with other Libraries that provide service to Adams County residents, or that we provide service to other Counties' residents. This will be placed on the Executive agenda after the agreement is finalized with Dan and Kevin.

The Committee was made aware of the problems with the Carpet in the Clerk of Court's Office. The carpet glue has come lose causing the carpet to pull up in the middle of the floor approximately 1-2" high in some areas, and 2 feet in length. Liz explained that we don't know if it can be stretched or if it needs to be replaced, this will need to be determined. Kevin explained that we should check to see if this is a defect from when it was originally installed for liability purposes. The Committee recommended that Maintenance have someone come and look at the carpeting and find out what needs to be done and report back to the Committee. The Administrator's Office will check to see if there are any other Departments with the same problem.

Kevin gave an update on the Community Center, a letter was sent to the City of Adams Attorney, and he has not responded to the letter. Kevin will continue working on the problem, as well as determine who dug up the sprinkler system in front of the Community Center, and who gave the authority to do this without notifying the County, and he will report back to the Committee. Liz explained that the windows at the Community Center have been ordered but are special windows that need to be cut. Once the windows are completed, they will be installed.

Liz explained that there have been several inquiries as to whether the Property Room can be used for County business/meetings. Liz explained that John – County Administrator, would recommend for the room to be used for the proposed GIS position. The Committee discussed the room usage, there was concern over a filing cabinet that was in the room with records in it from the Old Property Room. Kevin recommended that the filing cabinet could be put in storage by his Office. **Motion** by Grabarski, second by Renner, to approve the use of the Property Room for County business as needed. Motion carried unanimously.

The Schwanz deliveryman suggested that they could provide an apartment size chest freezer that could be used for the placement of deliveries. This would be at no cost to the County other than for the electricity to run the freezer. Schwanz would deliver and install the freezer in the employee break room if approved, at no cost. **Motion** by Supervisor Grabarski, second by Supervisor Renner to deny the request of putting a Schwanz freezer in the break room of the Courthouse. Motion carried unanimously.

At this time Liz called CWCAC regarding the bathroom at the Old Highway Shop, and spoke with Robin regarding the Committee's questions on the portable bathroom. It was explained that the pumping would be done by Dolata's Excavating & Septic Systems, and that Mr. Dolata explained to Robin that the bathroom wouldn't have to be pumped monthly, and that the same sanitary chemicals used in RVs would be used in the portable bathroom. The MOBILE 1 committee members would use pallet jacks to move the bathroom, as it would be on a pallet, it would be moved in the same manner as the food is moved around on the pallets. The pumping could be done prior to the bathroom being moved back inside of the building, rather than having to get another key or have someone available to let Mr. Dolata into the Old Highway Shop to pump the bathroom. There is no other place to store the portable bathroom, as that would involve having a trailer available to move it monthly and they do not have the resources for this. Motion by Supervisor Kirslenlohr, second by Supervisor Grabarski to allow the food pantry and MOBILE 1 to have a portable bathroom at the Old Highway Shop but not to store it inside of the building.

Liz explained that John has requested that he be allowed to grant permission as to when Maintenance can move large items, i.e. office furniture, refrigerators, etc. The Committees discussed this, and last week a situation arose where Public Health needed to have Maintenance employees move an old Public Health refrigerator, and there was concern as to whether Maintenance should be doing this. **Motion** by Supervisor Renner, second by Supervisor Grabarski to approve for Maintenance to move large County owned items, at the request of Departments. The Committee discussed this and stated that this would be fine as long as the items were properly inventoried when being moved. Motion carried unanimously.

Jane Grabarski explained that she was notified by Communication Services, who completes repairs to the tower communication system equipment located on Friendship Mound, on July 7, 2006 that the hinges on the door to the building that houses the equipment were broken, and a pipe that appeared to be used for ventilation was removed. The pipe was reinserted as to stop any leakage and damage from rain, but the door needs to be repaired. The problem is that the DNR owns the building and is claiming that they will not repair the building. The DNR is requesting a short-term land use agreement to be signed to allow access to the building. Jane was not able to send anyone to the building to get an estimate until the agreement is completed. Jane explained that this is a serious issue that needs to be addressed, as this is the emergency communication equipment, and it needs to be secured. The other problem is that access is only allowed by four wheeler or walking, and if a new door needs to be installed this could pose problems. Jane explained that a letter was sent to the DNR on July 28<sup>th</sup> after speaking with the DNR regarding this issue, requesting the land use agreement. The Committee inquired if there was a long term plan for this issue, Jane explained well a study for the towers was completed but is a few years out from being completed, and the equipment needs to be used until the new towers are in place. Kevin instructed Jane to get him the agreement once it comes in and also to find out when the DNR had last accessed the building. The Committee questioned if there was money for the repairs, and Jane explained

it depends on what needs to be repaired and the cost, she only has her Office Supply budget. The Committee will get an update on this next month.

The GIS resolution was handed out prior to the meeting, and reviewed by the Committee. The Committee discussed the resolution. Supervisor Grabarski requested that the current contract information be included in the resolution, including the total amount being spent on outside contracts for these type of services. The Committee discussed the “whereas:” stating the location to be in the Property Room. **Motion** by Supervisor Grabarski, second by Supervisor Renner to approve for the resolution to be forwarded to the County Board at this month’s meeting, and shall include the appropriate existing contract information. Motion carried unanimously.

Kevin explained that at this time the bonding issue in the Rules of the Board does not need to be clarified as there is an entire Chapter in the Statutes regarding bonding and the financial lawyers that would be used at the time of any bonding would direct the County as to the appropriate action that would be necessary by the Board to approve any bonding required.

Liz explained that though John couldn’t be at the meeting today, he gave notes regarding the budget process and stated, “I feel the budget process will be very difficult because it is very hard to determine where money is in the present budget. I was hoping for a better chart of accounts to assist all of us in preparing the budget but we don’t have that at this time. The budget will be put together as best as we can and during the process I may need to have the Administrative and Finance Committee assist in preparing the budget so they have a better understanding of the budget. Skyward is not being utilized like it should and unfortunately steps have not been taken to make better use of system.” Liz explained that the budget forms were distributed on time, on July 21<sup>st</sup> and are due back on September 6<sup>th</sup> to the Administrator’s Office. Also the Administrator’s Office has calculated the employee’s wages and these figures are being verified by the Personnel Office.

Cindy Loken explained that due to the evaluation of the Administrator being completed by the Board there was no reason to discuss this at the Committee meeting and moved on to the approval of vouchers.

**Motion** by Supervisor Grabarski, second by Supervisor Kirslenlohr to approve the vouchers. Motion carried unanimously.

There was no closed session.

The next meeting will be September 12, 2006 at 9:00 a.m., with action items to include: Update on Carpet fix/replacement, Old Library Building, Approve Administrator & Corporation Counsel/Personnel Director Budget, Adams-Marquette Library Agreement, Update on Community Center Grounds, and Update on Friendship Mound Emergency Communication Equipment Problems.

**Motion** at 11:08 a.m. by Supervisor Renner, second by Supervisor Grabarski to adjourn. Motion carried unanimously.

Respectfully submitted,

ElizaBeth A. Hendricksen  
Administrative Assistant to the County Administrator

**THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE.**



**Call to Order:** Hugh O'Donnell, President, called the meeting to order at 10:35am.

**Attendance:** Al Barden; Steve Bradley; Bob Brilowski; Bruce Bushweiler; Roy Diver; Bill Ebert; Reesa Evans; Terrell Hyde; Lisie Kitchel; Eunice Lawrence; Hugh O'Donnell; Donald Peterson; William Peterson; Jamie Phillis; Joe Piechowski; Sharon Schwab; Jerry Storke; Amy Thorstensen, Mark Wienkes

**Approval of Minutes:** Motion for approval of the minutes for the May 18, 2006, meeting. (Peterson/Barden). Motion carried unanimously.

**Treasurer's Report:** Phillis gave treasurer's report and passed out copies. Motion to accept the report as presented made by Al Barden (at large), seconded by Don Peterson (Waupaca). Motion carried..

**Old Business:** O'Donnell announced the State RC&D meeting originally set for the next Thursday was cancelled due to a quorum not being expected to attend. New tentative date is August 31<sup>st</sup>.

## **NEW BUSINESS:**

**Report on the National Association of RC&D Conference:** Thorstensen reported on her attendance at the National Association of RC&D Councils conference in Savannah, GA, on 6/18-6/21/06. She also passed around copies of minutes, programs and presentation information for members to review, as well as some photos. Thorstenson, Eunice Lawrence & Rene Lehman attended to receive national awards for Outstanding Project Assistant, Outstanding Council Member and Outstanding Youth Involvement respectively. They all wore Golden Sands RC&D t-shirts to the conference. Thorstenson also gave a presentation on her project involving weevils and Eurasian Watermilfoil. More than 600 people attended the conference. Lawrence thanked the council for sending them to the conference. Thorstenson announced that the next North Central Regional RC&D conference would be in Michigan on March 25-27, 2007.

## **Committee Reports:**

**Personnel Committee Report:** Phillis reported that Resumes for the new contract administrator position would be due on 8/4/06. The personnel committee will set a meeting to review the resumes and interview chosen applicants.

**Finance Committee Report:** Reesa Evans reported. She noted that the Krueger fund went into a Money Market account to be used as matching money for a grant for a demonstration forest. A new account has been set up for flex spending for employees. Golden Sands RC&D was approved for a \$25,000 line of credit by the bank in case credit is needed for the transition involving the 8 new employees. So far, that credit has not been drawn upon. This did require the bank being added as a loss payee on the insurance policy. It was also explained that an on-site DNR employee reviews all expenditures by NHI workers (who are now employees of Golden Sands RC&D) and receipts before any reimbursement requests are submitted to Golden Sands RC&D. Tax-exempt identification cards were given to all employees, along with credit cards. All the new employees are salaried. The finance committee approved on-line banking for reviewing the bank accounts, but not for actual banking transactions.

**Forestry Committee Report:** Al Barden reported that no major issues were discussed at the Forestry Committee meeting today. Treeshelter sales were very good in 2006, but there has been little placemat activity. He announced that a grant was received for a demonstration forest. A meeting is set for August 7, 2006, to start work on the project now that the grant has been approved. A grant was also approved for invasive species work on Fern Island targeting buckthorn. A high school field trip to the island is set for 10/13/06 and a community work day will happen on 10/14/06. Ebert reported that a DATCP grant for agroforestry on the Steinhagen farm in Portage County was not approved, but the NRCS Agroforestry Center is considering funding the project for a cost of \$12,000. If that funding is approved, some aspects of the project will start this fall. This project focuses on growing perennial shrubs, trees and plants to allow ongoing marketing through much of the year. UWSP & the GEM program will also be involved in the project, should it occur.

**Water Committee Report:** Steve Bradley discussed the issues the Water Committee had talked about, then asked individuals to report more fully. Thorstenson indicated that there had been a problem in the control room being used for the weevils, so a deal was worked out with SPASH to use their greenhouse during the summers for the project. One of the demonstration lakes is not happy with the speed of the project.

Schwab reported about ongoing activities of the Central Wisconsin Grassland Conservation Area Partnership and passed out an activity report. A wrap-up report from the Prairie Chicken Festival held earlier this summer is also available from Sharon. At least 30 hens from Minnesota are scheduled to be brought to Buena Vista Marsh this year. CWGCAP has formed to subcommittees: one to deal with fundraising; one to deal with farm bill issues. Evans reported that new aquatic invasives were found in Adams County. Water sampling and sensitive area inventories are ongoing there. It was also announced that the Water Committee approved the extension of Schwab's project and also approved \$2000 for partial funding of a conservation intern for Portage County.

Information about the Farm Fresh Atlas for Golden Sands counties was passed out. Brochures are available to be taken back to counties for distribution. Storke reported that Water Action Volunteer (WAV) training was held with Mill Creek and Marshfield Water Treatment workers. Powers Bluff project appears to be stalled and may not happen. Ebert announced that the Emmons Creek project to set up a Friends of Emmons Creek group was funded. A UW-Oshkosh professor is involved in this project.

**Wildlife Committee Report:** none

**New Projects for Approval:** Motion to approve new projects as presented by the Waters Committee. (Barden/Piechowski) Motion carried.

**Funding Update:** Thorstenson is working on an Aquatic Invasive Species grant application, due on August 1, 2006. Ebert reported that the Grazing Specialist position is funded through 2007 currently, but he is looking for continued funding. He also announced that the National Heritage Inventory contract brought eight new employees into Golden Sands RC&D. Lisie Kitchel & Terrell Hyde, two of the new employees, introduced themselves and explained what they did. They explained the NHI project was started in the 1970s by The Nature Conservancy to track endangered/threatened species and help with management of, and education about these species. The work is largely grant-funded and based with the WDNR. Two of the NHI employees plan to attend each meeting until all have been introduced.

**Thorstenson passed out a list of council members. Since the change in the by-laws, there are now two members, not one member and one alternate. She also passed out information on some changes that need to be made in the personnel manual for Golden Sands RC&D. After considerable discussion among the members, Al Barden moved to turn the issue back to the Personnel Committee and authorize them to make the necessary decisions on the issues. Don Peterson (Waupaca) seconded the motion. Motion carried.**

**Agency Updates:** NRCS: Roy Diver announced that an additional \$22,000 had been approved for EQIP projects. However, only 3 CRP projects in Wood County got funded this round.

**Other Issues:** Marathon County had requested information on what benefits they were receiving before paying their dues. The answer they were given was apparently satisfactory, since they have paid their dues.

**Adjournment:** Motion to adjourn. (Waupaca/Portage) Motion carried. Meeting adjourned at 12:07pm.

**Next Meeting:** The next meeting will be September 21, 2006.

Respectfully submitted, Reesa Evans, Secretary, Golden Sands RC&D

**Golden Sands Resource, Conservation & Development Council, Inc.  
Finance Committee Meeting Minutes  
July 20, 2006  
Stanton W. Meade Education & Visitor Center, Milladore, WI**

**Call to Order:** High O'Donnell, President, called the meeting to order at 8:50 a.m.

**Attendance:** Hugh O'Donnell; Bob Brilowski, treasurer; Reesa Evans, secretary; Amy Thorstenen, Golden Sands RC&D; Jamie Phillis, Golden Sands RC&D

**Minutes Approved:** Motion to approve minutes. (O'Donnell/Brilowski) Motion carried.

**Review of Treasurer's Report:** Phillis reported that the Krueger fund went into a Money Market account to be used as matching money for a grant on the Demonstration Forest. Phillis explained the new account set up for flex spending for new employees.

The bank approved a line of credit of \$25,000 in case credit is needed for the transition involving the 8 new employees. So far, that credit has not been drawn upon. This did require the bank being added as a loss payee on the insurance policy. Motion to accept the Treasurer's Report. (Evans/O'Donnell) Motion carried.

**Management of Financial Transactions:** It was explained that an on-site DNR employee reviews all expenditures by NHI workers (who are now employees of Golden Sands RC&D) and receipts before any reimbursement requests are submitted to Golden Sands RC&D. Tax-exempt identification cards were given to all employees, along with credit cards. All the new employees are salaried.

Thorstenson and Phillis looked into on-line banking for reviewing the bank accounts, but not for actual banking transactions. Motion to approve on-line banking for these limited purposes. (Evans/Brilowski) Motion carried.

**Adjournment:** Motion to adjourn (Evans/Brilowski) Motion carried.

**Golden Sands Resource Conservation & Development Council, Inc.**  
**Forestry Committee Minutes**  
**July 20, 2006**  
**Stanton W. Meade Education and Visitors Center, Milladore, WI**

**Call to order:** The meeting was called to order by Al Barden at 9:30 a.m.

**Attendance:** Hugh O'Donnell, Bill Peterson, Donald Peterson, Al Barden, Mark Wienkes, Terrell Hyde, Eunice Lawrence, Bruce Bushweiler and Jamie Phillis

**Introductions:** Terrell Hyde introduced herself as an Assistant Zoologist and Mapping Specialist and RC&D Staff. She is part of the new Natural Heritage Inventory (NHI) contract Golden Sands RC&D Council has entered into. Hyde stated she works with invertebrate species and also does a lot of computer work with databases and Geographic Informational Systems (GIS) work. She works out of Madison. There are 8 employees on the contract and they will be rotating who comes to the RC&D meetings so we will meet them all.

**Approve Minutes:** Motion to approve (Waupaca Co./O'Donnell).

**Project Status Review:**

**Treeshelters:** Phillis reported there has not been much activity.

**Placemats:** Not much activity, few thousand placemats were sold.

**Grant Update:** The Demonstration Forests grant has been approved and there will be a meeting held August 7 in Hancock to discuss memorial plaques. The John Kruger Fund has been moved into the Golden Sands RC&D Council Inc. Money Market Savings account for the Demo Forests project. DATCP has not approved the grant for the Permaculture Demo project, but NRCS will fund approximately 95%.

**Other Business:** Barden stated he has followed up on the anchor chain and found one available in Rhinelander. He asked them to contact Buzz Vahrandian. There may be a bigger unit in Langlade. Anchor Chain is a scarifier that prepares the soil for seeding.

A Possible new project could be the Emerald Ash Borer. The transporting of firewood is not allowed in order not to move the bug. The Borer started in Michigan and Ohio and is also in Northern Illinois. The bug has and could kill many ash trees.

**Next Meeting:** 9:30 a.m. before the next Council meeting on September 21, 2006.

**Adjourn:** Motion and second to adjourn (O'Donnell/Waupaca Co.). Motion carried. Adjourned 10:00 a.m.

**GOLDEN SANDS RESOURCE CONSERVATION & DEVELOPMENT COUNCIL, INC.**  
**Water Resources Committee Minutes**  
**July 20, 2006**  
**Meade Education and Visitor Center, Milladore, Wisconsin**

**Call to Order:** 9:35am

**Attendees:** Jerry Storke, Sharon Schwab, Joe Piechowski, Steve Bradley, Bob Brilowski, Ressa Evans, Amy Thorstenson, Bill Ebert, Lisie Kitchel

**MINUTES:** Approved (Brilowski/Evans).

**PROJECT UPDATES:**

**Milfoil Weevil Rearing:** Thorstenson reported that some aquariums were moved to SPASH greenhouse because the UWSP Control Room was not working very well. The population goals should still be achievable. She continues to educate participants that this biological control is not a quick fix.

**Central WI Grassland Conservation Area Partnership:** Schwab handed out a written activity report for May/June. A post Prairie Chicken Festival meeting was held to reflect on the Festival activities and discuss plans for 2007. A summary report on the Festival is available by contacting her at 343-6221. 28 people attended a Partnership meeting was held and two subcommittees were formed, Fundraising and Farm Bill. She will follow up on the mailing that went out earlier this year.

**Wood County:** Storke reported that LCD and NRCS would be distributing the Farm Fresh Atlas. Advanced WAV training was held for Mill Creek water monitoring volunteers. Will be working with RC&D grazing specialist and EQIP funding to promote grazing. Will be meeting with DNR's new Grassland Specialist. The Powers Bluff acquisition is progressing slower than hoped.

**Adams County:** Evans informed the Committee that two aquatic invasive species were newly found in the County, watercress and an invasive forget-me-not. They continue to work with citizens on water testing. She has also been conducting Sensitive Area inventories and writing reports.

**Emmons Creek:** Ebert reported that the DNR River Planning Grant has been approved for funding. He will work with UW-Oshkosh on a water quality monitoring project and will be assisting with the formation of a "Friends" group.

#### **NEW PROJECTS:**

Portage County Conservation Internship for \$2000. The funding will be used to extend the employment of the summer interns working on the weevil project.

A grant to extend the Grazing Specialist position will be submitted to the GLCI.

Approved (Piechowski/Brilowski)

#### **OTHER BUSINESS:**

(None)

**Adjourn:** Piechowski/Evans. 10:30 am.

Respectfully submitted by Steve Bradley

### **Golden Sands Resource Conservation & Development Council, Inc.**

Personnel Committee Minutes

August 10, 2006

Portage County Annex, Stevens Point, WI

**Attendance:** Hugh O'Donnell, Bob Brilowski, Steve Bradley, Amy Thorstenson, Jamie Phillis

**Call to Order:** O'Donnell called meeting to order at 8:30 AM.

**Review Applications for Contract Administrator Position:** Everyone reviewed each resume thoroughly. They were narrowed to 8 and ranked from 1-10 to narrow down to 5. A decision could not be agreed upon for the top 5 and so 6 were picked for interviews. Jodi-Marie Wieber, Caroline Pozniak, Ann Whipp, Lynn Rasmussen, Debra Hunt and Janet Fraid. Interviewing was set for August 15<sup>th</sup> or the 21<sup>st</sup>. Need to contact Joe Piechowski to see when he can attend. Phillis will call applicants to set up interview times. The Committee then reviewed some interview questions. It was agreed that the new employee would start at \$13 per hour and 24 hours a week, leaving room to up hours and pay.

**Personnel Policies:** The new NHI DNR staff raised some questions about our vacation policies. The Committee compared vacation policies submitted by e-mail from NHI staff with County and RC&D policies. The Committee developed the following vacation policy:

After completing:

One year of employment ~ two (2) weeks of vacation\*

- \*After completing 6 months of employment, employee has the option to borrow 5 days of vacation from their first two (2) weeks
- 2 - 4 years ~ three (3) weeks of vacation
- 5 - 11 years ~ four (4) weeks of vacation
- 12 or more years ~ five (5) weeks of vacation

A "week" of vacation is based on an employee's regularly scheduled workweek (i.e. – employees working 24 hours per week get 24 hours of vacation per week). The signature page shall be signed by the Council President, Vice President and Secretary or Treasurer. Motion and second to accept changes to the Personnel Policies and Procedures Handbook (O'Donnell/Brilowski). Motion carried.

**Adjourn:** Motion and second to adjourn (O'Donnell/Brilowski). Motion carried. Adjourned 10:30 AM.

Respectfully Submitted,

*Jamie Phillis, Administrative Assistant*

## HEALTH & HUMAN SERVICES DEPARTMENT

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 Friendship, Wisconsin 53934-9443  
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### HEALTH & HUMAN SERVICES BOARD – Finance Subcommittee 11 August 2006 Meeting

**Call to Order and Roll Call** – The meeting of the Finance Subcommittee of the Adams County Health & Human Services Board was called to order at 8:30 A.M. in the Richard C. Holt Conference Room of the Health & Human Services building in Friendship. Those in attendance included Jerry Kotlowski, Vice Chairperson Pat Townsend, and Bev Ward. Chairperson Joyce Kirslenlohr was excused. Also present were Eric G. Furtkamp, Ph.D., Director, and Wendy L. Pierce, Fiscal & Support Services Manager. Ron Johnson, Veteran's Services Officer, was present during the review of the Veteran's Services vouchers.

**Approval of Agenda and Compliance with Open Meetings Law** – A motion was made by Ms. Ward and seconded by Mr. Kotlowski to approve the agenda and certify compliance with the Open Meetings Law. Voice vote, all in favor. Motion Carried.

**Approval of Minutes of 14 July 2006 meeting.** A motion was made by Ms. Ward and seconded by Mr. Kotlowski to approve the minutes of the 14 July 2006 meeting. Voice vote, all in favor. Motion Carried.

**Public Participation and Correspondence** – None

**Review of Veteran's Services Vouchers and Financial Report** – The subcommittee reviewed the Veteran's Services Department vouchers and Revenue/Expense report from the County Clerk's office for June 2006, presented by Mr. Johnson. A motion was made by Mr. Kotlowski and seconded by Ms. Ward to approve the Veteran's Services vouchers and financial report. Voice vote, all in favor. Motion Carried.

**Review of Health & Human Services Vouchers** – The subcommittee reviewed vouchers, Revenue/Expense Report from the County Clerk's office for June 2006, and the July 2006 financial report from the Health & Human Services Department, presented by Eric Furtkamp and Wendy Pierce. A motion was made by Ms. Ward and seconded by Mr. Kotlowski to approve the vouchers (total \$338,866.46, including "Friday Checks") and financial reports as presented. Voice vote, all in favor. Motion Carried.

**Committee Discussion** – The subcommittee discussed including the following issues in future meetings: preliminary review of the HHSD and VSD 2007 budget requests.

**Confirm next meeting date** – 15 September 2006 at 8:30 A.M.

**Adjournment** – Ms. Townsend adjourned the meeting at 9:45 A.M.

Respectfully Submitted

Eric G. Furtkamp, Ph.D.

**THESE MINUTES HAVE NOT BEEN APPROVED BY THE HEALTH & HUMAN SERVICES BOARD.**

HEALTH & HUMAN SERVICES DEPARTMENT

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HEALTH & HUMAN SERVICES BOARD

11 August 2006 Meeting

**Call to Order and Roll Call** – The meeting of the Adams County Health & Human Services Board was called to order at 10:30 A.M. in the Richard C. Holt Conference Room of the Health & Human Services building in Friendship. Those in attendance included Chairperson Bev Ward, Matt Sherd, Maureen Bruce, Jerry Kotlowski, Pat Townsend, and Teresa Harvey-Beversdorf. Committee member Joyce Kirslenlohr was excused.

**Staff Present** – Linda McFarlin, R.N., M.A., Health Officer, Carol Johnson, Aging Unit Director, Sandra Wormet, Economic Support Services Manager, Diane Osborn, Long Term Support Services Manager, Philip Robinson, LCSW, Clinical Services Manager, Mandy Stanley, Youth Services Manager, Wendy L. Pierce, Fiscal & Support Services Manager, and Eric G. Furtkamp, Ph.D., Director. Ron Johnson, Veteran's Services Officer, was present for the Veteran's Services portion of the agenda.

**Others Present** – Mary Young, Southern Regional Administrator/Division of Public Health, and Kevin Kniess, Adams County Corporation Counsel.

**Approval of Agenda and Compliance with Open Meetings Law** – A motion was made by Mr. Kotlowski and seconded by Ms. Townsend to approve the agenda as published and to certify compliance with the Open Meetings Law. Voice vote, all in favor. Motion Carried.

**Approval of Minutes** – A motion was made by Mr. Sherd and seconded by Ms. Townsend to approve the minutes of the 14 July 2006 HHS Board meeting. Voice vote, all in favor. Motion Carried.

**Public Participation** – None

**Correspondence** – None

A motion was made by Mr. Kotlowski and seconded by Ms. Bruce to deviate from the published agenda to open proposals for financing the purchase of the property at 402 South Main Street in Adams. Voice vote, all in favor. Motion Carried.

*Opening of proposals and action to authorize the Corporation Counsel to finalize all loan and real estate documents relating to the purchase of the property at 402 South Main Street in Adams.* Ms. Ward announced that she had solicited proposals from all the banks doing business in Adams County and had received proposals from Grand Marsh State Bank, M & I Bank, Nekoosa-Port Edwards State Bank, and US Bank. Acuity Bank declined to bid. Ms. Ward briefly described the terms of the proposals, and Mr. Kniess said that he would review them in detail in order to determine the one most advantageous for the County. After some discussion, a motion was made by Ms. Townsend and seconded by Ms. Harvey-Beversdorf to accept the proposal deemed best by the Corporation Counsel after review. Voice vote, all in favor. Motion Carried.

After further discussion, a motion was made by Mr. Kotlowski and seconded by Ms. Bruce to authorize and direct the Corporation Counsel to complete all loan, real estate, and other documents necessary to conclude the purchase of the property at 402 South Main Street in Adams. Voice vote, all in favor. Motion Carried.



**Veteran's Services** – *Approval of monthly Veteran's Services Officer's report and August calendar.* Mr. Johnson presented the monthly service officer's report for July. The Board reviewed Mr. Johnson's monthly calendar for August. After discussion of all of the above items, a motion was made by Mr. Sherd and seconded by Ms. Townsend to approve the Veteran's Services Officer's report and calendar. Voice vote, all in favor. Motion Carried.

*Approval of monthly Veteran's Services Department fiscal report for July 2006.* A motion was made by Ms. Townsend and seconded by Mr. Kotlowski to approve the Veteran's Services fiscal report for July 2006. Voice vote, all in favor. Motion Carried.

*Discussion and action on resolution to transfer \$10,025.41 into the Veteran's Services fund from the General Fund to cover payment of back wages as partial settlement of Case #104 No 53850MA-12732.* A motion was made by Mr. Kotlowski and seconded by Ms. Townsend to approve the resolution as presented and forward it to the County Board of Supervisors for consideration. Voice vote, all in favor. Motion Carried.

## **Health & Human Services**

*Mary Young, Southern Area Administrator/Public Health Division, to address the Board.* Mary Young distributed to Board members two documents: a memorandum concerning local health department news and a table displaying the public health programs offered by each county in the Southern Region. Ms. Young described to the Board the State Public Health Division involvement in the recent bacterial infection of the water in the City of Adams, including the responses and obligations of both the Division of Public Health and the Department of Natural Resources in such cases. She also informed the Board that she has convened a meeting of staff of the two respective state agencies to review their actions in cases of contamination of the water supply and to work to achieve a consistent response across all the regions of the state. Ms. Young also reviewed the following issues from her memorandum: pandemic planning seminars, Well Woman Program funding, an evaluation of the State-wide public health system, the 2007 State contract, and the availability of Health Board orientation materials on the DHFS web site.

*Consideration and action on proposed Policy & Procedure for a Temporary Health Officer.* Ms. McFarlin explained to the Board the current practice for designating a staff member as Health Officer during vacations or other extended absences and noted the need for a written, Board-approved procedure to formalize the process. After brief discussion, a motion was made by Ms. Bruce and seconded by Ms. Townsend to approve the Policy and Procedure for a Temporary Health Officer. Voice vote, all in favor. Motion Carried.

*Request to proceed with the termination of the Intergovernmental Agreement of Bioterrorism Response Planning Effective 1 January 2007 and to allow the Corporation Counsels of each county jointly to write the termination agreement for County Board action.* Ms. McFarlin informed the Board members of the proposed dissolution of the Bioterrorism consortium (involving Adams, Columbia, Juneau, Marquette, and Sauk Counties). The Consortium was formed at the end of 2002 in response to the September 11, 2001 attacks and the anthrax incidents which followed. The mission of the Consortium was to coordinate the development of the resources needed to prepare responses to subsequent bioterrorism incidents. Ms. McFarlin explained that the coordinated planning had been completed, and that the items remaining unfinished in the preparedness plan were local issues. Dissolution of the Consortium would allow the State to allocate more fiscal resources to the Counties involved, so that local planning could be completed. The five counties will continue to coordinate efforts as part of the overall preparedness plan. A resolution for dissolution is being drafted and will be discussed among the Health Officers and Corporation Counsels of the five counties, and will be presented to the Health & Human Services Board when completed. A motion was made by Ms. Townsend and seconded by Ms. Bruce to authorize proceeding with the termination of the Intergovernmental Agreement of Bioterrorism Response Planning and to allow the Corporation Counsels of the counties involved to write jointly a termination agreement for County Board action. Voice vote, all in favor. Motion Carried.

*Approval of request to fill Department vacancies.* The Board reviewed the vacancies created by recent resignations and intradepartmental transfers, and a general discussion was held regarding additional movement, and means to expedite the replacement process. A motion was made by Ms. Harvey-Beversdorf and seconded by Ms. Townsend to authorize the HHS Board Chairperson to sign Personnel Recruitment Forms for budgeted replacement staff in advance of HHS Board meetings and direct the Chairperson to bring any such forms signed for full HHS Board endorsement to the next regular meeting. Voice vote, all in favor. Motion Carried.

*Discussion and action on request to allow two Department (\$85.21 grant) vehicles to be used by volunteers to take clients on trip to the Grand Ole Opry in Nashville, Tennessee in October.* Ms. Ward turned over conduct of the meeting to Ms. Townsend and presented a request to use two HHSD vehicles to take clients on a trip to Nashville in October. The number of clients involved is yet to be determined and is, in part, dependent upon the volunteers making the trip. The current plan calls for the group to leave on a Wednesday and return the following Tuesday. No county

funds will be expended for the trip: clients and volunteers will split expenses. It was noted that several similar trips have been authorized in the past, and that both the clients and volunteers benefited greatly. Ms. Johnson and Ms. Osborn informed HHS Board members that the transportation needs of individuals regularly served by Department programs would continue to be met. A motion was made by Ms. Bruce and seconded by Mr. Sherd to approve the use of two HHSD vehicles for a trip to Nashville, Tennessee in October 2006. Voice vote, five members in favor, one abstention (Ms. Ward). Motion Carried.

*Discussion and action on resolution to approve the submission of a transit system (Federal Section 5311 Operating Assistance) grant renewal application for Calendar Year 2007 to continue the Adams County Transit System and purchase one replacement vehicle and to appropriate \$70,000 in matching funds within the 2007 County budget.* The Board reviewed a resolution drafted after the presentation by Mr. Craig Gaetzke of Central Wisconsin Community Action Council, Inc. at the June 2006 HHS Board meeting. Based upon Mr. Gaetzke's recommendation, the draft resolution requests appropriation of \$63,000 in matching funds for operation of the transit system and \$7,000 as the match for the purchase of a replacement vehicle. After discussion, a motion was made by Mr. Sherd and seconded by Mr. Kotlowski to approve the resolution as presented and forward it to the County Board of Supervisors for consideration. Voice vote, all in favor. Motion Carried.

*Recommendation to the County Administrator for appointment of Jeanne Heideman as citizen member.* After brief discussion, a motion was made by Ms. Townsend and seconded by Ms. Bruce to recommend the appointment of Jeanne Heideman, R.N., to the Health & Human Services Board as a citizen member representing public health and aging constituencies. Voice vote, all in favor. Motion Carried.

*Purchase of Service Contracts – None.*

**Conference and Workshop Requests** – The Board reviewed the conference and workshop requests presented. A motion was made by Ms. Harvey-Beversdorf and seconded by Mr. Sherd to approve the following conference and workshop attendance.

- Linda McFarlin and Chris Saloun to 4th Annual Statewide Partners' Conference on Public Health and Hospital Emergency Preparedness, in LaCrosse on September 11-12, 2006 (\$100 registration each, \$240 lodging, \$50 meals each, \$80 mileage for driver).
- Tracy Sipla to a Current Issues in Foster Care conference in Wisconsin Dells on September 28-29, 2006 (\$75 registration, \$43 mileage).
- Kris Senn, Emma Williams, and Tara Kircher to COP Waiver Basics Training in Stevens Point on August 8-9, 2006 (meals per county policy, \$76 mileage for driver).
- Lisa Etheridge to Wisconsin's Functional Screens: Beyond the Basics training in Madison on September 12, 2006 (meals and mileage per county policy).
- Lorie Tomsyck and Chris Saloun to Annual Public Health Conference in Stevens Point on August 22, 2006 (\$38 mileage for driver).
- Mental Health on-call and Intake staff to the 10<sup>th</sup> Annual Crisis Intervention Conference in Baraboo on September 28-29, 2006 (\$150 registration each).
- Michele Hyler to the State Service Support Institute Conference in Wausau on September 21-22, 2006 (\$50 registration, \$80 mileage, \$62 lodging).

Voice vote, all in favor. Motion Carried.

**Purchases** – A motion was made by Ms. Townsend and seconded by Mr. Sherd to purchase a new laptop computer, docking station, and memory sticks (approximately \$1,700 in total) for use by the Health Officer to begin to fulfill communication needs of bioterrorism project, to be purchased with flu pandemic monies. Voice vote, all in favor. Motion Carried.

### **Unit, Advisory Committee, and Consortia Reports**

#### ♦ Aging & Long Term Support

- *Aging Advisory Committee* – next meeting not yet scheduled.
- *Nutrition Advisory Committee* – Ms. Johnson reported the major issues discussed at the 19 July 2006 meeting, conducted at the Adams Nutrition site.
- *Long Term Support Advisory Committee* – Ms. Osborn described briefly the major agenda items and actions of the LTS Advisory Committee at the 20 July 2006 meeting.
- *Review of Written Report of the Aging Unit Director* – Ms. Johnson was present to review the contents of the written report previously distributed to the Board. She reminded Board members of the Western Day, planned for August 17<sup>th</sup> and the flag dedication ceremony scheduled for August 26<sup>th</sup>. Ms. Johnson also reported a request to transport senior citizens from the Rome area to swimming classes in Port Edwards.



- *Review of Written Report of the Long Term Support Services Manager* – Ms. Osborn was present to review a written report previously distributed to the Board.
- ♦ Public Health
  - *Review of Written Report of Health Officer* – Ms. McFarlin was present to review the contents of the written report previously distributed to the Board. She distributed a mosquito-borne disease wallet card and a communicable diseases report covering 2001 through 2005, noting the increase in Lyme Disease.
- ♦ Children & Family Services
  - *Youth Services Advisory Committee (4-Cs)* – next meeting Fall 2006.
  - *Mental Health/AODA Committee* – A meeting is not yet scheduled.
  - *Review of Written Report of Youth Services Manager* – Ms. Stanley was present to review a written report previously distributed to the Board.
  - *Review of Written Report of Clinical Services Manager* – Mr. Robinson distributed a written report for July 2006. He also described briefly his ideas for a restructured case management system.
- ♦ Economic Support
  - *W-2 Steering Committee* – Ms. Wormet distributed minutes of the 12 July 2006 Visions Team meeting and the agenda for the 9 August 2006 meeting.
  - *PAW Consortium* – Ms. Wormet distributed the July 2006 PAW Consortium Performance Standards Report. No meeting was held in July. She also distributed minutes of the 18 July 2006 Job Center Management Team meeting.
  - *Review of Written Report of Economic Support Services/W-2 Program Manager* – The Board reviewed a report previously submitted by Ms. Wormet.
- ♦ Fiscal & Support – Ms. Pierce presented a brief report of activities in the Fiscal and Support areas.

#### **Subcommittee Reports**

- ♦ Finance Subcommittee – Ms. Townsend reported that the vouchers and financial reports of the HHSD had been reviewed and approved by the Finance Subcommittee.
- ♦ Human Resources Subcommittee – No meetings scheduled.
- ♦ Service Evaluation Subcommittee – Next meeting to be scheduled in the Fall of 2006.

**Director's Report** – None

**Committee Discussion** – Identification of other potential agenda items for future meetings. The Board identified the following issues: a request for funds to pay settlement agreement regarding back wages, discussion of the 2007 budget, and report on the Quality Services Review conducted the week of 12 June 2006.

**Confirmation of Next Meeting Date** – Next regular meeting 15 September 2006 at 9:30 A.M.

**Adjournment** – Ms. Ward adjourned the meeting at 11:42 A.M.

Respectfully Submitted,

Eric G. Furtkamp, Ph.D.  
Director

**THESE MINUTES HAVE NOT BEEN APPROVED BY THE HEALTH & HUMAN SERVICES BOARD**

# **ADAMS COUNTY HIGHWAY SAFETY COMMISSION**

## **Minutes**

**August 7, 2006**

1. Call to order – meeting called to order at 11:05 by Chair Stormoen. Present were, Linda McFarlin, Roberta Sindelar, Laurie Falash, Patti Nelles, Adams Grosz, Jim Gold, Ron Chamberlain, Bret Anderson (Wi Dells Police Chief) and Jody Ward (WI Dells Assistant Chief). Absent were Ted Waite, Herb Barnes, Ron Becker, Ken Romell and Mark Thibodeau.
2. Was the meeting properly noticed? Yes
3. Approve Agenda - Motion to approve by Gold/Chamberlain motion carried.
4. Approve previous meetings minutes – Motion to approve by Gold/Nelles motion carried.
5. Public Participation – none.
6. TSC goals & issues – Nelles presented an “ICE” flyer. ICE stands for in case of emergency. This is an emergency notification card for placement in vehicles. This was discussed but not action taken.
7. Construction /Detour Updates – All County Roads open and all detours removed.
8. Proposed Signals at Liberty & Main & STH 13 & CTH D update – nothing presented.
9. WI Dells Police Dept Concern on STH 13 Speed Zone/No passing zone – Chief Anderson and Assistant Chief Ward presented their concerns for the area on STH 13 from Golden to the County line. Motion by Chamberlain/McFarlin that the Town of Newport and the City of Wisconsin Dells consider lighting the intersections of STH 13 and the Chula Vista entrance and also the intersection of STH 13 and Gulch Road. Additionally that the WisDOT examine this stretch of STH 13 for possible speed reduction. Motion Carried.
10. Speed Zone for CTH A from Brooks to CTH EE – Motion by McFarlin/Gold to support the speed reduction on CTH A in the Goose Lake area to a 35mph zone. Motion carried.
11. Fair concerns – Falash informed the Commission that she has 100 child booster seats to give away at the County Fair this week. Along with the seats recipients will be required to complete an installation class to ensure proper installation of the seats.
- 12. School concerns - none**
13. Old Business - none
14. New Business - none
15. Round table discussion – Sindelar reported that the Castle Rock Triathlon went well. She also reported on a proposed business for the Bohemian Hall location. Nelles presented the attached documents all of which were discussed by the Commission.
16. Report on County Crash History – The recent fatality on STH 13 at the new Chula Vista entrance was discussed.
- 17. Adjournment – Motion by Gold/Grosz to adjourn until 11:00 am November 14, 2006, motion carried.**

Respectfully submitted,

Ronald Chamberlain, Secretary

## ADAMS COUNTY LIBRARY BOARD MEETING

July 24, 2006

President Nelson called the meeting to order at 1:00 p.m. Present were Nelson, Kreten, Renner, Townsend, Heideman, Director Calef and Corporation Counsel Kniess. Albrecht was excused and Bebris was absent.

Bills were disseminated for review and initialing.

Motion was made by Townsend and seconded by Kreten to accept the minutes of the June meeting. The motion was passed unanimously.

Motion was made by Townsend and seconded by Renner to accept financial report as mailed. The motion was passed unanimously.

Director Calef confirmed that the meeting had been properly publicized in compliance with the open meeting law.

President Nelson requested an agenda change in order to postpone the evaluation of the director due to the absence of Albrecht and the resignation of Bebris. It was also felt that board members should have copies of the new evaluation form prior to the evaluation process. Discussion ensued as to who is responsible for the evaluation of the director.

Bebris arrived at 1:07 p.m.

A motion was made by Kreten and seconded by Townsend to postpone action on the evaluation of Director Calef. The motion passed unanimously. A motion was made by Townsend and seconded by Renner to involve Mr. Kueler in the evaluation process. The motion was carried unanimously.

Communications: The members received a copy of a letter of resignation from Carrie Bebris. Due to her husband's new job near Dayton, Ohio, the family will be relocating to that area. Her resignation was accepted with regret, she was thanked for her contributions to the library board and was extended good wishes from the members.

Collection Agency report: Corporation Counsel Kniess questioned the need to employ a collection agency. Director Calef provided background information on the problems with unreturned items sometimes amounting to several hundreds of dollars with some families. Kniess pointed out problems with the proposed contract including the fact that it was not legal in Wisconsin. Kniess recommended that Director Calef draft a letter to be reviewed by Kniess and sent to delinquent families on the Corporation Counsel office letterhead. There was also a brief discussion about small claims court. A motion was made by Renner and seconded by Townsend not to pursue the collection agency option. The motion was carried unanimously.

Oxford Library Contract: The Oxford Library contract was discussed by Corporation Counsel Kniess with input from board members. A proposal to invite the Oxford Library board members to an Adams County Library board meeting was discussed. A motion was made by Renner and seconded by Kreten to table further discussion of the Oxford Library contract until the next meeting. The motion carried unanimously.

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Adams County Library Board Minutes

July 24, 2006

Directors Report: Circulation for June 2006 was 7460, compared to 6822 in June of 2005.

Telus, a time-management program for public computers, staff training took place on July 6 and the software was installed and became operational on July 13. The public seems to have adapted to the new system quite well. There is a greater "turnover" of computer usage now with the time management program now in place. There have been a few minor glitches which will be reported to the South Central technician.

Summer programs are going well although the summer school has been sending only young children (K & 4K). Some of the performers were chosen with an older audience in mind. The school reported that they would try and hold back some of the younger children for the final two performances and send older children. Jason the juggler was excellent, Fox and Branch (singers) did a fine job and "Mama Bear" (storyteller) was excellent despite quite an unruly group of kids. Stephanie's crafts and stories on Tuesdays have been successful and well attended. She usually has between 10-15 children. Thinking ahead to next year, perhaps the school district would like to help pay for the performers since the summer school kids are the majority of the audience.

The annual book sale is August 4 & 5. We have volunteers for all time slots, however, we will need to pack up on Saturday after the sale in order to have the room ready for Monday morning meetings. If any board member or Friend of the Library can help pack up, it would be greatly appreciated.

PLAC & LINK did not meet in July. PLAC meets August 3 and LINK meets on August 10.

The new digital microfilm reader will be installed and staff training provided tentatively on September 7.

Review Internet Policy: This issue was addressed at the June meeting.

South Central Library System Report: Townsend reported that attendance was poor and no business was transacted.

Upcoming Items: (1) Nominees for board member to replace Bebris; (2) Oxford Library contract; (3) Evaluation of director.

Next meeting is scheduled for August 28, 2006 at 1:00 p.m. at the Adams County Library.

Meeting adjourned at 2:00 p.m.

Respectfully Submitted,

Jeanne Heideman  
Secretary Pro Tem

## **ADAMS COUNTY PLANNING & DEVELOPMENT COMMITTEE**

MEETING: August 2, 2006 at 9:00 A.M.  
ROOM A260 – COURTHOUSE  
FRIENDSHIP, WISCONSIN

At 9:00 A.M. Al Sebastiani, Chairman, called the Adams County Planning and Development Committee meeting to order with the following members present: Robert Dixon, Vice-Chairman; David Grabarski, filling in for Mike Keckeisen; Richard Colby; Sylvia Breene; Fran Dehmlow and Glenn Licitar. Mike Keckeisen was excused. Others present were: Phil McLaughlin, Zoning Administrator and Diane Kopitzke, Recording Secretary.

Public Hearings were held for the following: Mark & Sue Strong -- Rezoning Request from an A-3 Secondary Agricultural District to an R-1 Single Family Residential District of the Adams County Zoning Ordinance and from a Conservancy District to a Recreational/Residential District of the Adams County Shoreland Protection Ordinance for a portion of property (1 acre) located at 751 Cree Avenue, known as Lot #1, C.S. M. #2822, in the NE 1/4, NW 1/4, Section 13, Township 18 North, Range 6 East, Town of Preston, Adams County, Wisconsin. Robert Dixon made a motion to recommend approval of the zoning change, on the above-described property, to the County Board for final action. Richard Colby seconded the motion. Roll Call Vote: 7-Yes. Motion carried. The reason for recommending

approval of the zoning change was because there is an existing dwelling, which will be removed and a new dwelling will be constructed. Larry M. Smith – Rezoning Request from an R-1 Single Family Residential District to a B-1 Rural Business District of the Adams County Zoning Ordinance to allow a retail shop, restaurant and living quarters on property known as Lot #1, C.S.M. #3047, in the SW 1/4, SW 1/4, Section 17, Township 18 North, Range 6 East, Town of Preston, Adams County, Wisconsin. **Please note: Lots #2 & 3 of C.S.M. #3047 are zoned B-1.** The petitioner did not appear so no action was taken. Daniel G & Debra J. Jones – Request to remove approximately one acre of property from a Wetland Conservation District of the Adams County Zoning Ordinance for residential use on property located at 2322 10<sup>th</sup> Avenue, known as Lot #1, C.S. M. #2255, in the S 1/2, NW 1/4, NW 1/4, Section 27, Township 17 North, Range 6 East, Town of Adams, Adams County, Wisconsin. Richard Colby made a motion to recommend approval, on the above-described property, to the County Board for final action. Glenn Licitar seconded the motion. Roll Call Vote: 7-Yes. Motion carried. The removal is limited to a maximum of one acre and the area must be delineated on a Certified Survey Map to be submitted to the Planning and Zoning Department within 30 days of final action by the County Board. Schmidt Revocable Trust – Rezoning Request from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District of the Adams County Zoning Ordinance to split the property for future residential use on property located in the NW 1/4, NE 1/4 and the NE 1/4, NE 1/4, Part of C.S.M. #3967, in Section 16, Township 16 North, Range 7 East, Town of New Chester, Adams County, Wisconsin. Fran Dehmlow made a motion to recommend approval of the 40 acre parcel in the NE 1/4, NE 1/4 and **not** the 40 acre parcel in the NW 1/4, NE 1/4 of the above-described property, to the County Board for final action. David Grabarski seconded the motion. Roll Call Vote: 7-Yes. Motion carried. The reason being that the Town Board of New Chester did not want the NW 1/4, NE 1/4 portion rezoned. Paul A. Theisen -- Rezoning Request from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District of the Adams County Zoning Ordinance to allow the 10 acre parcel to become conforming on property located at 3278 13<sup>th</sup> Drive, located in

ADAMS COUNTY PLANNING & DEVELOPMENT COMMITTEE  
MONTHLY MEETING: AUGUST 2, 2006  
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the NW 1/4, SW 1/4, SE 1/4, Section 18, Township 15 North, Range 6 East, Town of Springville, Adams County, Wisconsin. Robert Dixon made a motion to recommend approval of the zoning change, on the above-described property, to the County Board for final action. Sylvia Breene seconded the motion. Roll Call Vote: 7-Yes. Motion carried. James & Susan Tourdot – Conditional Use Permit request under Section 5-3.03(A)(1) of the Adams County Zoning Ordinance to operate a small family winery in an A-1 Exclusive Agricultural District on property located at 3619 13<sup>th</sup> Avenue, in Part of Government Lot #8, Section 6, Township 14 North, Range 6 East, Town of Dell Prairie, Adams County, Wisconsin. Richard Colby made a motion to grant the Conditional Use Permit request, on the above-described property. Sylvia Breene seconded the motion. All in favor. Motion carried.

The Adams County Planning & Zoning Committee contemplates a site visit if necessary.

9:45 A.M.: Gregory Rhinehart, County Surveyor, joined meeting.

Sylvia Breene made a motion to take a 10-minute break. David Grabarski seconded the motion. All in favor. Motion carried.

RECESSED: 10:00 A.M.

RECONVENED: 10:10 A.M

Gregory Rhinehart, County Surveyor, presented the Surveyor's Report for the month of July 2006 for the Committee's review. Gregory Rhinehart submitted one voucher for the Committee's signature before submitting to Finance Committee. David Grabarski made a motion to accept the Surveyor's report as presented and submit the signed voucher to the Finance Committee. Sylvia Breene seconded the motion. All in favor. Motion carried. Gregory Rhinehart led a discussion stating that his term as County Surveyor will be up in 2007. Robert Dixon made a motion authorizing Gregory Rhinehart to prepare a Resolution for next months meeting to appoint him, as County Surveyor, for a two-year term starting in 2007. Sylvia Breene seconded the motion. All in favor. Motion carried. Gregory Rhinehart submitted his tentative 2007 budget for the County Surveyor for the Committee's review and approval.

Gregory Rhinehart stated that he had raised his total budget for 2007 two thousand dollars. (2006 budget was \$24,000.00 and 2007 was listed as \$26,000.00). Discussion by the Committee stating that Departments were to keep their 2007 budgets the same or less than 2006. David Grabarski made a motion to accept the tentative 2007 budget for the County Surveyor. Robert Dixon seconded the motion. All in favor. Motion carried.

10:25 A.M.: Gregory Rhinehart, County Surveyor left meeting.

#### ADAMS COUNTY PLANNING & DEVELOPMENT COMMITTEE

MONTHLY MEETING: AUGUST 2, 2006

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Phil McLaughlin presented the minutes from the July 2006 meeting of the Adams County Planning & Development Committee for review. Glenn Licitar made a motion to accept the minutes as presented. Robert Dixon seconded the motion. All in favor. Motion carried

Phil McLaughlin presented the Financial Report for the month of June 2006 to the Committee for review, with input from Diane Kopitzke. Sylvia Breene made a motion to accept

the Financial Report as presented. David Grabarski seconded the motion. All in favor. Motion carried.

Vouchers were presented and signed. Sylvia Breene made a motion to submit the signed vouchers to the Finance Committee for their review. David Grabarski seconded the motion. All in favor. Motion carried.

Resolution to correct road names and change the associated road name and fire number signs in Section 32, in the Town of Preston: This matter will be placed on next months agenda. John Pavelec was notified and did not appear, so this matter will postponed until next month.

Discussion on the numbering of lots in the Town of Rome. Mike Keckeisen wanted this matter placed on the August agenda but he was not present, so it will be placed on the September 2006 agenda.

Discuss ATCP Livestock Siting Ordinance: Phil McLaughlin led the discussion stating that he had spoken to Matt Stohr on August 1, 2006 in regard to regulating large livestock operations. Adams County would have to follow the standards set forth in the Wisconsin Administrative Code. Once the standards are met, the application would have to be filed and approved. Phil McLaughlin stated that this could be done in A-1 Exclusive Agricultural Zoning. Phil McLaughlin further stated that Adams County should seek to make overlays on areas near wetlands, streams, lakes, etc. and would work with the Land and Water Conservation Department as well as the ATCP. The above stated ordinance needs to be in effect by the end of October 2006.

Discuss filling the Building Inspector position in the Planning & Zoning Department: Phil McLaughlin led the discussion stating that he would like to keep the position open indefinitely. Phil McLaughlin further stated that right now building and sanitary permits have slowed down due to higher building material costs, higher gas prices and possibly the increase in interest rates. Phil McLaughlin stated that he did not think that this trend was going to last for a long period of time. Presently the Resolution that was adopted in 2005 states that if a position is vacant for one year, it would then be eliminated and could only be recreated as if it was a new position. The Committee authorized that Phil McLaughlin prepare a Resolution to keep the position open for the September 2006 Planning and Development Committee meeting.

#### ADAMS COUNTY PLANNING & DEVELOPMENT COMMITTEE

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Correspondence: Phil McLaughlin read correspondence received from Beth Jones inquiring whether it was possible to hold a night meeting in regard to the Van Kuren Trails proposal in the Town of Monroe so more people could attend.

The Committee decided that it was not practice to hold a night meeting.

David Grabarski made motion to recess for lunch until 1:00 P.M. Glenn Licitar seconded the motion. All in favor. Motion carried.

RECESSED: 11:40 A.M.

RECONVENED: 1:00 P.M.

Al Sebastiani, Chairman, called the meeting back to order with all committee members present. Others present were: Phil McLaughlin, Zoning Administrator; Diane Kopitzke, Recording Secretary; Kevin Kneiss, Corporation Counsel; Keith Rusch, Attorney Bill White; Scott Gruening; Richard Hilliker, Wisconsin River Power Company; Chris Renner, Mid State Associates; Wilbur Fritz; Beth Jones; Ken Godlewski; David Renner, Chairman, Town of Monroe; Greg Rhinehart, Mid State Associates; Irvin Osterloh; Ed Mraz; Nina Zelenski; Amy Peterson; Chris Murphy, Land & Water Conservation Department and Margaret Groshek.

With regard to the Van Kuren Trails project proposal, discuss status of developing a protocol for evaluating conservancy rezone requests: Phil McLaughlin stated that a meeting was scheduled for last Friday, July 28, 2006 to talk over the protocol issues. This was supposed to be an informal meeting. The day before the meeting the Chairman of the Planning Commission for the Town of Monroe stated the town had adopted their Comprehensive Plan. A number of concerned citizens also wanted to attend; Phil McLaughlin contacted Kevin Kneiss and it was agreed to cancel the Friday meeting. Al Sebastiani asked that Bill White, the attorney for Naterra, address the committee and audience. Bill White stated that the Adams County Planning and Development Committee held a Public Hearing on June 7, 2006 and there has been no Public Hearing scheduled for 60 days so they are asking for action today. Bill White further stated that the application should be considered under the rules of today. The Department of Natural Resources has not objected to the project but has suggested a 75-foot buffer around the wetlands. In conclusion, Bill White stated that the applicant has presented a good application. Kevin Kneiss stated that the protocols were sent out but they will not apply to the Van Kuren Trails request. Kevin Kneiss further stated that the committee and the petitioner should take a look at Section 9.0 of the Adams County Shoreland Protection Ordinance. When development is permitted in a Conservancy District, the development should occur in a manner that minimizes adverse impacts upon the land and shall also comply with Section 8.51 and 8.52 of the Adams County Shoreland Protection Ordinance. Phil McLaughlin was in agreement to that statement. Bill White was under the impression that the Department of Natural Resources was the sole

#### ADAMS COUNTY PLANNING & DEVELOPMENT COMMITTEE

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objecting party in situations like this Kevin Kneiss stated that the Planning and Development Committee is in charge of action under the rezoning of areas in a Conservancy District along with input from the Department of Natural Resources. Phil McLaughlin stated that we generally don't receive anything from the DNR. Scott Gruening stated in the tape that was supplied by the Adams County Planning and Zoning Department from the June 7, 2007 Public Hearing that part of the motion was missing. Diane Kopitzke stated that when the tape was turned over that part of the motion might be missing. Kevin Kneiss read the motion: Fran Dehmlow made a motion to postpone the Public Hearing until input can be received from the petitioner, the Department of Natural Resources, the Town of Monroe, the Land & Water Conservation Department and the Planning and Zoning Department on how items #1-7 under Section 8.52 of the Adams County Shoreland Protection Ordinance can be met. Mike Keckeisen seconded the motion. Roll Call Vote: 7-Yes. Motion carried. Keith Rusch stated that it was their intent to get all the information requested so that a Final Public Hearing could be held. Phil McLaughlin stated that in conversation with Naterra that they were not prepared for the August meeting of the Adams County Planning and Development Committee. Al Sebastiani asked the petitioner and it's representatives if they are willing to go ahead with another meeting in September 2006. Scott Gruening stated that he is requesting a copy of the Department of Natural Resource documents as well as correspondence received. Kevin Kneiss stated that Adams County would be willing to submit the documents so that the petitioner is prepared to come back in September 2006 for the final Public Hearing. Bill White stated that he thought the petitioner had complied with Items #1-7 under Section 8.52 of the Adams County Shoreland Protection Ordinance. Beth Jones requested a copy of the Department of Natural Resources findings. The Public Hearing for this matter will be scheduled on Wednesday, September 6, 2006 at 1:00 P.M.

Robert Dixon made a motion to adjourn until Wednesday, September 6, 2006 at 9:00 A.M. for the next monthly meeting of the Adams County Planning and Development Committee. The final Public Hearing for Wisconsin River Power Company/Van Kuren Trails will be held at 1:00 P.M. Sylvia Breene seconded the motion. All in favor. Motion carried.

ADJOURNED: 1:45 P.M.

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Alfred Sebastiani, Chairman

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Robert Dixon, Vice-Chairman

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David Grabarski

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Fran Dehmlow

---

Sylvia Breene

---

Richard Colby

**THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE.**

**PLANNING AND DEVELOPMENT COMMITTEE MEETING**

August 7, 2006

Regular Meeting

**Present:** Al Sabastiani, Chairman; Robert Dixon, Vice Chairman; Committee Members: Dick Colby, Fran Dehmlow, Glen Licitar, Mike Keckeisen and Sylvia Breene. Others present: Chris Murphy, County Conservationist; Patrick Gatterman, LWCD; Jodi Helgeson, Register of Deeds; Jon Field, NRCS; Barry Benson: USDA: Bev Ward, County Board Supervisor

**Call to Order:** Chair Al Sabastiani called the meeting to order at 9:02 a.m. in Adams County Courthouse Conference Room A260.

**Agenda:** Motion by Dixon / Licitar to approve carried unanimously.

**Minutes:** Motion by Colby/Licitar to approve minutes from July 2006 meeting, carried unanimously.

**Register of Deeds items:**

**Approval of conference/training requests:** Helgeson submitted request to attend WRDA Fall Conference. Motion by Dixon/Keckeisen to approve, carried unanimously.

**Budget activities:** Helgeson discussed increase in document recording, especially condominium development sales. Committee asked her to provide data regarding sales of condos at Northern Bay. Helgeson was able to obtain large size copies of the 1900 Plat Book at half the cost of copying as the other half was covered by an individual who was doing a project. There was money in the budget to cover the costs. This will assist in research and provide a document of historical significance as the copy they currently have is in pieces from use.

**Land Information Officer items:**

**Report of ongoing activities:** Helgeson presented updates on the parcel mapping system, the ARC IMS site, the new maps available on the Land Information website, and the completion of the Flight Project. Expected delivery of the flight data is next week.

**Extension Office Project:** Helgeson was approached by UWEX to assist in project with walking trails. Intern collected data points and now data needs to be uploaded from unit into county data. Jodi had asked for Project Scope and/or someone from UWEX to provide committee with details of project. MSA reviewed data and assisted intern in how to "connect the dots". Committee took no action on land information budget covering cost due to lack of information on project.

**Budget activities:** Budget is in preparation stages.

**ROD & Land Information Bills/Financial report:** distributed with Colby/Breene motion to approve, carried unanimously.

**Land & Water Conservation Dept. items:**

**NRCS:** Jon Field gave an update on the Federal Conservation Programs including Nutrient Management, Irrigation Systems, CRP, Wildlife Habitat Incentive Program, Wetland Reserve Program and a report on the office relocation to Westfield.

**USDA APHIS :** Barry Benson gave a report on the Wildlife Damage Program assistance available for deer, turkey, bear and geese damage. Benson noted that Bennett's Deer Processing will do the processing for the Venison Donation Program and requested a budget amendment increase to \$5000.00 for the program costs, which is reimbursable from the USDA APHIS. Motion by Keckeisen/Dehmlow to approve amendment, carried unanimously. Benson requested the committee approval on the Wildlife Damage Program cost share of a



permanent fence for Curtiss Krueger. Motion by Keckeisen/Licitar to approve, motion carried with Sabastiani. Dixon, Colby, Licitar, Keckeisen and Breene voting for and Dehmlow opposed.

Motion by Keckeisen/Dehmlow for 5 minute recess, carried unanimously

Sabastiani called the meeting back to order at 10:19 a.m.

**Staff reports of July activities and August goals:** Activities and goals were reviewed. Motion by Keckeisen /Dixon to approve reports, carried unanimously.

**Dehmlow left meeting.**

**Staffing Plan** Murphy presented proposal for future staffing plan stating the goal of plan is to provide services that meet State/County mandates and Community needs and while decreasing the tax levy needed by the department. Motion by Colby/Keckeisen to approve support of the staffing plan and to move forward to the next step of Personnel Director and County Administrator for approval. Dehmlow not present, remaining Committee members approved.

**2007 Budget:** Murphy presented proposed budget, motion by Keckeisen/Breene to approve budget, Dehmlow not present, remaining committee approved unanimously.

**Resolutions for AIS Grant application:** Discussion on Resolution authorizing Golden Sands RC & D to submit an application from the WDNR Aquatic Invasive Species Grant Program for control of aquatic invasive species in Adams, Portage and Waushara Counties. Motion by Keckeisen/Breene to table resolution, approved by all members except Dehmlow not present. Discussion on Resolution to authorize County Conservationist to act on behalf of Adams County to apply for \$50,000.00 WDNR Aquatic Invasive Species Grant Program for the purpose of funding a staff person to provide educational and technical assistance for the prevention and control of aquatic invasive species. Motion by Colby/Keckeisen to approve, carried unanimously by present members, Dehmlow absent.

**Discussion Committee representative for North Central Land & Water Conservation Association:** Motion by Licitar/Breene for Keckeisen to be Counties NCLWCA representative, approved by present committee members, Dehmlow not present.

**Trainings and conference requests from staff and committee members:** No requests.

**Report of Committee members:** No reports.

**Request to amend Camelot and Sherwood Lake levels:** Request to amend existing order for annual winter drawdown to be eliminated. Motion by Colby/Breene to approve request, carried with Dehmlow absent, all other members approved.

**Vehicle purchase and sale of Blazer:** Proposal for sale of Chevy Blazer and purchase of Ford Escort wagon presented. Motion by Dixon/Keckeisen to approve, carried with present members for and Dehmlow absent.

**Communications:** Murphy distributed a communication from WDNR Forestry on insect and disease concerns in Adams County on

**Bills/Financial Report:** Licitar/Breene motion to approve bills and financial report, carried by all members except Dehmlow not present.

**Items for September LWCC meeting:** Helgeson to give report on sales of Northern Bay and Chula Vista Condominiums. Resolution for AIS Grant application

**Set next meeting date:** Next meeting scheduled for September, 11, 2006 at 9:00 a.m.

**Adjournment:** Motion to adjourn at 12:50 PM by Keckeisen/Breene, carried unanimously.

Respectively submitted,

Al Sabastiani, Chair

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

PUBLIC SAFETY & JUDICIARY

DATE: August 9, 2006

TIME: 9:00 a.m.

PLACE: Room A260

Adams County Courthouse

400 Main Street

Friendship, WI 53934

MEMBERS PRESENT: John West, Cynthia Loken, Jerry Kotlowski, Florence Johnson, Harry Davis

OTHERS PRESENT: Sheriff Sindelar, Chief July, Dennis McFarlin, Dee Helmrick, Jane Grabarski, Shirli Suchomel, George Coulter, Janet Leja

1. Call to Order – Chair West called the meeting to order at 9:00 a.m.
2. Was the meeting properly announced? – Yes.
3. Roll call: Johnson, Davis, West, Loken, Kotlowski all present.
4. Approve the Agenda – **MOTION** by Kotlowski/Johnson to approve the agenda for the 08/09/06 meeting. MC/Unan.
5. Approve minutes of July 12, 2006, meeting – **MOTION** to approve the minutes was made by Loken/Davis. MC/Unan.

**Coroner's Report** – Coulter reported a busy month. His 2007 budget is in progress and he will need increase in mileage and autopsy line items. He turned in his vouchers and report, which Committee read and signed the vouchers. **MOTION** by Loken/Johnson to approve the Coroner's vouchers. MC/Unan.

**Family Circuit Court Commissioner** – Dennis McFarlin stated his court is going well. He will need a court reporter soon, and he will coordinate this with the judge. A Child Support Enforcement Agencies Conference is coming in September in Eau Claire, which McFarlin wishes to attend. He requested the two nights lodging reimbursement only, and plans travel and meals at his own expense. This lodging might be included with Child Support's voucher.

**Child Support** – Janet Leja had the Child Support Department performance report in Committee's packet. She explained two trainings and one conference that Deb Barnes was requesting approval to attend: one training in Oshkosh for Tori, Deb, and Janet, one day, no fee, on Coping With Change in Child Support, costing only the travel and meal reimbursement; the second training was a Round Table in Menasha with financial workers, cost of \$100 for both participants, and the Child Support Conference in Eau Claire, two nights, meals, lodging, and registration. She also submitted the Child Support vouchers. **MOTION** by Kotlowski/Davis to approve the two trainings for Child Support staff and the Conference for Child Support staff and the Family Court Commissioner, with McFarlin's inclusion pending Deb Barnes' approval. MC/Unan. The vouchers were signed, and a **MOTION** was made by Kotlowski/Johnson to approve the vouchers. MC/Unan.

**Clerk of Circuit Court** – Dee Helmrick gave her vouchers to Committee. She stated that the Community Service Coordinator has a new format for reporting, and a job is available for clerk/typist. Her budget is taking hits for advertising and testing of employees; her LTE is leaving at the end of August and she will request another LTE unless the personnel problem is resolved. A district meeting is coming up August 11, 2006, with Chief Judge and clerks of the 6<sup>th</sup> District to be held in Dodge County. Dee and the traffic clerk would like to attend. With mileage, meals, and fee the cost should be right around \$100. **MOTION** to approve Clerk of Court District Meeting was made by Loken/Davis. MC/Unan. A part-time clerk typist position's internal posting expires on August 9, then will be advertised. Helmrick's budget draft was done and e-mailed to the Administrator. Revenues are down by \$20,000 per month from this time last year. Helmrick requested that an eligibility list be established in her department for applicants to hire so the whole hiring process does not have to start over when qualified people could be available. Corp Counsel will be consulted. **MOTION** by Johnson/Davis to approve Clerk of Court's vouchers. MC/Unan.

**Register in Probate** – Not present. **MOTION** to approve Register in Probate's vouchers was made by Davis/Loken. MC/Unan.

**District Attorney** – Janis Cada reported three trainings/conferences for the District Attorney's office: 8th Annual Wisconsin Prosecutor's Seminar on OWI in November; Department of Justice one-day victim-witness training in Dodgeville on August 17; and CIB training Agency TAC Coordinator in July for Paralegal/Office Manager. Their budget is still in progress. Reimbursement money has been received from the State of Wisconsin for the

Victim/Witness position. Vouchers were submitted. **MOTION** by Kotlowski/Johnson to approve the Conferences for the District Attorney's office. MC/Unan. **MOTION** by Davis/Kotlowski to approve the vouchers. MC/Unan.

### **Emergency Management –**

1. Communications – Repairs on the DNR building: the DNR is writing a short-term land use contract for the communications building the county is using to house communication repeaters on Friendship Mound. Wisconsin Disaster Fund is awarding Adams County Sheriff's Department 70% of its cost for the Big Flats/Cottonville Fire in the amount of \$10,340.40. A drought assistance request was made to the feds; if awarded it will give aid to agricultural base.
2. Conference: Schools Crisis Preparedness two-day conference is coming up in Mosinee to train the trainers for crises. There is no conference cost and meals are included. **MOTION** by Kotlowski/Davis to approve this conference. MC/Unan. A representative from the schools will be appointed by Steve LaVallee to train.
3. Hazmat Team Status – Advertising for the team leader is finished; one candidate's background is being investigated and if this should fail, contact adjoining counties with an established team for possible contract for services.
4. Regional Emergency Response Planning – September 1, 2006, is the deadline for Emergency Response Plans from municipalities, mandated by the State of Wisconsin. The Red Cross has looked at buildings that might qualify as shelters, such as the high school, middle school, and Immanuel Lutheran Church.
5. 2007 tentative budget – postponed to September.
6. Purchase Orders/Vouchers – **MOTION** by Johnson/Loken to approve the Emergency Management purchase orders/vouchers. MC/Unan.
7. Financial report was submitted to Committee.

### **Sheriff's Department –**

1. Communications: Chief July received communication that a Reimbursement for Disaster Fund was sending \$10,340.40 to the Sheriff's Department to cover 70% of wages expended in the 2005 Big Flats/Cottonville fire. He proposed using these unexpected funds to cover the Space Needs Study costs, by resolution. Per County Clerk Cindy Phillippi Resolution 53-2006 could be amended on the floor to state the funding is proposed to come from these unanticipated funds, with attached documentation. If approved, she will create a revenue and expense account for the Space Needs Study.
2. Animal Shelter Report/Animal Control Officer Report: both these reports were in the Committee packet
3. Services provided to the County by the Sheriff's Department – Chief July read his list of Sheriff's Department services that are provided to other County agencies and pointed out that State-mandated services are funded at the County level, for budget considerations in the upcoming budget process.
4. Discussion on Sheriff's Department Union contracts – Both bargaining units will come up December 31 this year. Chief July gave copies of both existing contracts to Committee.
5. Chief Deputy report
  - a. Approve posting and advertising for Dispatch and Jail Officer positions establishing eligibility lists – Both lists are finished and need to be re-done. **MOTION** by Kotlowski/Johnson to post internally, and then advertise for Eligibility Lists for Dispatch and for Jail. MC/Unan. The Captain's interviews will be held August 18 and the Lieutenant's interviews on August 29, 2006.
  - b. Resolution for Apaca Needs Study, including other departments - done earlier under Communications.
  - c. Sale of old squads/discuss leasing of department cars – Chief July reported that Cheyka Motors has purchased old squads in the past. He is seeking Committee approval to sell to Cheyka again this year. **MOTION** by Loken/Davis to sell the old squad cars to Cheyka Motors as presented. MC/Unan. Chief presented leasing information in a three-year package with a \$1 buyout at the end of the lease. Leasing will cure the aging squad car problem and will have no effect on insurance. Leased cars come with warranty only and no maintenance package. Chair West gave Chief July the directive to explore leasing as an option.
6. Jail Report
  - a. Safekeeper population is up a little; 97 total population today.
  - b. Proposals for work on jail showers – Two firms responded: Skyline Painting responded by fax when they were asked for a sealed bid; and Prime Coat submitted a sealed bid. The bids were read and it was

discovered that Skyline's proposal was to not remove the old mildewed tile, but to coat over it. Prime Coat's proposal was to take down the old materials to the walls and start over with new seal. The Prime Coat bid was \$60,373.30; the Skyline proposal was considered insufficient. **MOTION** to accept the Prime Coat proposal was made by Loken/Davis, with funding to come from Jail Assessment Fund. MC/Unan.

c. Jail operations report – nothing unusual to report; the new jail officer is on board.

7. Committee Reports-

a. Accident reports are attached to the body shop bills. Two car-deer crashes happened last month.

d. Purchase Orders/Vouchers were signed. **MOTION** to approve vouchers and send them to Finance Committee was made by Loken/Kotlwoski. MC/Unan. **MOTION** to approve Financial, Payroll, and Overtime reports was made by Loken/Johnson. MC/Unan.

2. **Set next meeting date/agenda items – Wednesday, September 6, 2006, 9:00 a.m., Conference Room A260. Harry Davis will be excused absent from that meeting. Agenda item for 09/06/06 PS&J Meeting: Columbia County's offer of Autopsy Services, to be on Coroner's agenda.**

**MOTION to adjourn until Wednesday, September 6, 2006, 9:00 a.m., was made by Kotlowski/Davis.**

**MC/Unan.**

**Submitted by Deputy Sheriff Shirli Suchomel, Adams County Sheriff's Department, Acting Secretary**  
*These minutes are not yet approved by Public Safety & Judiciary Committee*

Cc: Loken Kotlowski McFarlin J.Grabarski Sindelar Keuler Thibodeau Warner  
Davis Johnson West Coulter July Kneiss Helmrick Barnes

## **ADAMS COUNTY PUBLIC WORKS COMMITTEE**

**THURSDAY, AUGUST 10, 2006, AT 9:00 A.M.  
HIGHWAY DEPARTMENT CONFERENCE ROOM  
1342 COUNTY ROAD "F", ADAMS, WI**

**MEMBERS PRESENT:** Larry Babcock, Chairperson  
Dean Morgan, Vice-Chairperson  
David Renner, Secretary  
Robert Dixon  
Florence Johnson

**OTHERS PRESENT:** Ronald Chamberlain ~ Highway Commissioner  
Myrna Diemert ~ Solid Waste Director  
Mike Scott ~ Airport Manager  
John Kueler ~ County Administrator  
David Repinski ~ County Board Supervisor  
Sherry Kotlowski, Bill Moberly, Dick Marino and Seamus Geoghegan.

**CALL MEETING TO ORDER:** The Meeting of the Adams County Public Works Committee was called to order by Chairperson – Larry Babcock at 9:00 A.M., on Thursday, August 10, 2006.

**WAS THE MEETING PROPERLY ANNOUNCED? YES**

**ROLL CALL:** BABCOCK, MORGAN, RENNER, DIXON AND JOHNSON. ALL MEMBERS PRESENT.

**APPROVAL OF AGENDA:** *Motion by Dixon to approve the Agenda as presented, second by Renner.*  
**VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.**

**APPROVAL OF MINUTES OF LAST MEETING (JULY 13, 2006):** *Motion by Renner to approve the Minutes as printed of the Adams County Public Works Committee Meeting for July 13, 2006, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**PUBLIC PARTICIPATION ON AGENDA ITEMS:** Public Participation was requested for the following Agenda items:

- Seven Sister Gravel Pit Agreement
- Operations Study

**AIRPORT:**

**CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION PROPOSAL FOR LAND USE ZONING AROUND AIRPORT:** Briefly discussed, this items will be placed on the September 14, 2006 Public Works Agenda for further discussion.

**ADAMS COUNTY PUBLIC WORKS COMMITTEE MEETING  
AUGUST 10, 2006 ~ AT 9:00 A.M.**

**DNR REQUEST FOR WELL INSTALLATION:** *Motion by Renner to approve the well installation base on letter from WisDNR, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.* (State of Wisconsin DNR letter attached to these minutes)

**HIGHWAY**

**ATV ROUTES ~ TOWN OF LEOLA ~ CTH “D” & 3<sup>RD</sup> AVENUE AND CTH “W” & APACHE AVENUE:** *Motion by Renner to approve the ATV Crossings on CTH “D” & 3<sup>rd</sup> Avenue and CTH “W” & Apache Avenue per Ordinance with signage to County specifications, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**SEVEN SISTERS GRAVEL PIT AGREEMENT:** *Motion by Johnson to leave the mining cap in place as it exists for the Seven Sisters Gravel Pit, and on a project to project basis the mining cap can be considered, second by Renner. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED. Motion by Johnson to leave the operating hours at the Seven Sisters Gravel Pit as is, second by Dixon. VOICE VOTE: Dixon ~ YES, Renner ~ YES, Johnson ~ YES, Morgan ~ NO and Babcock ~ NO. MOTION CARRIED.*

**MOTION BY DIXON TO DEVIATE FROM THE AGENDA, WAITING FOR ADMINISTRATOR TO ARRIVE AT MEETING TO DISCUSS OPERATIONS STUDY, SECOND BY JOHNSON. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.**

**REVIEW & ACT ON BIDS ~ ULTRA THIN OVERLAY CTH “G” (CTH “O” NORTH TO STH 73):**  
The following bids were received for the CTH “G” Ultra Thin Overlay:

Contractor	Bid Item	Est. Quantity	Unit Price	Total Price
DL Gasser	Asphalt (wedging & Overlay)	4230 ton	\$56.17/ton	\$237,599.10
	Asphalt Tack Coat	Incidental	Incidental	Incidental
			Total Cost	\$237,599.10
NE Asphalt	Asphalt (wedging & Overlay)	4230 ton	\$63.50/ton	\$268,605.00
	Asphalt Tack Coat	Incidental	Incidental	Incidental
			Total Cost	\$268,605.00

***Motion by Dixon to reject all of the bids that were submitted, on basis of budget constraints, second by Renner. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.***

***PATROL SUPERINTENDENTS JOB DESCRIPTIONS: Motion by Renner to approve the Patrol Superintendent & Highway Patrol Superintendent Job Descriptions as presented and forward to Executive Committee for review, second by Dixon. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED. (JOB DESCRIPTIONS ARE ATTACHED TO THESE MINUTES)***

***MOTION BY JOHNSON TO RETURN TO THE ORIGINAL AGENDA, SECOND BY DIXON. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.***

**ADAMS COUNTY PUBLIC WORKS COMMITTEE MEETING  
AUGUST 10, 2006 ~ AT 9:00 A.M.**

***OPERATIONS STUDY: Motion by Morgan to leave the Office Manager Position as it currently is and the recommendation #16 on the Operations Study not be implemented and to forward this recommendation to County Board, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED. Motion by Dixon to revise recommendation #17 & #18 to reflect Office Manager (remove the word reclassified) and to forward this recommendation to County Board, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.***  
(RECOMMENDATIONS & REVISED RECOMMENDATIONS ARE ATTACHED TO THESE MINUTES)

***PROCEDURE FOR EQUIPMENT DISPOSAL: Motion by Morgan to establish the procedure for equipment disposal to advertise in: 1) EBAY 2) LOCAL 3) AUCTION, second by Dixon. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.***

**REPORT ON HIGHWAY DEPARTMENT OPERATIONS:** THE HIGHWAY COMMISSIONER DISCUSSED THE FOLLOWING HIGHWAY DEPARTMENT OPERATIONS WITH THE PUBLIC WORKS COMMITTEE:

- ✓ CTH O – Paving is complete, shouldering will take place on the week of the 21<sup>st</sup>.
- ✓ CTH W – Complete.
- ✓ CTH D (8<sup>th</sup> Ave. to STH 73) – complete
- ✓ CTH A (CTH G to CTH EE) – complete.
- ✓ CTH A (CTH G to CTH B) – We are currently grubbing and doing dirt work.
- ✓ Implementation of the Operations study recommendations is underway, as a reminder this will be a long process.
- ✓ The defects that have manifested in the Highway Shop main building are due to a lack of expansion joints. SEH has been in contact with Wanta Builders for Wanta to rectify the problems. This situation is on going and I will keep you informed.
- ✓ Fall mowing is scheduled to start end of August first part of September.
- ✓ Crack filling is scheduled to start end of August first part of September.

***Motion by Renner to approve the Highway Department Operations Report as presented, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.***

***2007 PROPOSED HIGHWAY BUDGET: Motion by Renner to proceed with the 2007 Proposed Highway Budget with the budget to reflect the same level of service as in 2006, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED. (PROPOSED 2007 HIGHWAY BUDGET ATTACHED TO THESE MINUTES)***

***MOTION BY DIXON TO DEVIATE FROM THE AGENDA TO ADDRESS THE SOLID WASTE AGENDA ITEMS, SECOND BY JOHNSON. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.***

Dean Morgan was excused from the meeting at 2:05 PM

**SOLID WASTE**

**COMMUNICATIONS/CORRESPONDENCE/OTHER BUSINESS:** There were no communications or correspondence to present to the Committee by the Solid Waste Director.

**ADAMS COUNTY PUBLIC WORKS COMMITTEE MEETING  
AUGUST 10, 2006 ~ AT 9:00 A.M.**

**FINANCIAL REPORT:** Ms. Diemert presented and reviewed the July 2006 Financial Report for approval. *Motion by Renner, second by Johnson, to approve the July 2006 ADAMS Financial Report as presented. All in favor. Motion carried. 1-absent.*

**PROPOSED PRICE INCREASES FOR 2007 BUDGET:** Discussion was held on the drop in tippage revenues as well as unbudgeted increases in fuel, heating, and electrical costs. Ms. Diemert stated that with the decreased tippage revenues and increased costs she may have a hard time meeting the 2006 budget as well as putting together a viable budget for 2007 without increasing charges to customers. She then presented proposed price increases and recommended that some be implemented immediately and others be implemented on January 1, 2007 so that the Town's could budget for those increases. Discussion was held. *Motion by Dixon, second by Johnson, to approve the price increases presented by the Director and to implement those increases as soon as possible as discussed. All in favor. Motion carried. 1-absent.*

**FRIDAY CHECKS:** Ms. Diemert next presented one Friday check for approval. *Motion by Renner, second by Johnson, to approve the Friday check as presented. All in favor. Motion carried. 1-absent.*

**SITE REPORT:** Ms. Diemert handed out and reviewed copies of the Site Report for July/Aug 2006 (see attached copy) and discussion was held. *Motion by Johnson, second by Dixon, to approve the Site Report as presented. All in favor. Motion carried.*

**COMPLIANCE ASSURANCE PLAN (CAP):** Ms. Diemert next presented a copy of the CAP which was prepared and submitted to the DNR as required. This document formally lists the steps to be taken to assure that residents are complying with the WI Recycling Law. The procedures have been in process for several years but this CAP puts it in writing. The CAP includes warnings, letters, refusal of materials, referral to the DNR and citations. All municipalities in the County Responsible Unit are included in this CAP as well as the City of Adams.

**APPROVAL OF ANY TRAININGS OR CONFERENCES:** Ms. Diemert stated that the NEWCMG Fall Conference will be held in Waupaca October 10 & 11, 2006. *Motion by Renner, second by Babcock, to allow board members to attend this conference. All in favor. Motion carried. 1-absent.* Members will let Ms. Diemert know at the next meeting whether they wish to attend and if they need a room.

**APPROVAL OF REI GRANT PARTNER AGREEMENT(S):** Ms. Diemert stated that she had no new REI Grant Agreements to bring before the Committee.

**VOUCHERS:** The vouchers were presented to the Committee and signed. *Motion by Johnson, second by Renner, to approve the vouchers and send on to the Administrative & Finance Committee. All in favor. Motion carried. 1-absent.*

**IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:** Ms Diemert stated she will place the 2007 Budget review and the Waupaca Conference attendance on the next agenda.

**ADAMS COUNTY PUBLIC WORKS COMMITTEE MEETING  
AUGUST 10, 2006 ~ AT 9:00 A.M.**

***MOTION BY BABCOCK TO RETURN TO THE ORIGINAL AGENDA TO CONTINUE WITH THE HIGHWAY DEPARTMENT AGENDA ITEMS, SECOND BY DIXON. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.***

**HIGHWAY**

***APPROVAL OF ANY TRAININGS OR CONFERENCES: Motion by Dixon, second by Johnson to approve the following training requests:***

- 1) INCIDENT MANAGEMENT WORKSHOP/Dennis Premo/September 12, 2006 ~ Wisconsin Dells, WI / FEE: Meals (TBD)***
- 2) MANUAL TRANSMISSIONS CLINIC / Kenneth Winegarden, Paul Craddock & Randy Petersen / September 12, 2006 ~ Wisconsin Rapids, WI / FEE: Registration \$10.00 each = \$30.00***

***VOICE VOTE, ALL IN FAVOR, MOTION CARRIED.***

***FINANCIAL REPORT: Motion by Renner to approve the July 2006 Financial Report as audited, second by Dixon. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.***

***PAYROLL & VOUCHERS: The Highway Department payroll and vouchers were presented to the Committee for signatures. Motion by Johnson to approve all payrolls and vouchers as audited, second by Renner. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.***

***ADJOURNMENT AND NEXT MEETING DATE: Motion by Dixon, second by Babcock, to adjourn until the next scheduled meeting, Thursday, September 14, 2006 at 9:00 A.M. at the Highway Department. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.***

Meeting adjourned at 4:13 P.M..

Respectfully submitted,

David Renner, Secretary

**THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE**

AUGUST 10, 2006 SITE REPORT  
SOLID WASTE DEPARTMENT

***TIPPAGE REPORT:*** 2,464,000 lbs of garbage were brought in which is the fourth highest amount ever brought into the landfill for July.

There were 39 new over-the-scale customers during the month and is typical for this time of year. (Minimum of \$2,340 annual revenues if these new customers use the facility one time per month with minimum weight). Since April 1, 1998 we have had 3,482 new customers over the scale.

***MEETINGS/SEMINARS/TRAININGS/CONFERENCES:***

Attended County Board on Tuesday, July 18, 2006.



Attend Department Head meeting on July 27, 2006.

Attended a Federal Property Advisory meeting on July 19<sup>th</sup> in Waunakee.

Attended the LaCrosse County Annual Meeting/WCSWMA Summer Conference on July 19<sup>th</sup> & 20<sup>th</sup> in LaCrosse. Gave a presentation on the changes in CEU education credits for DNR Landfill Managers & Operators.

Attended the Special Department Head meeting on August 3<sup>rd</sup>.

Attended the Health Insurance Study Committee meeting on Tuesday, August 8<sup>th</sup>.

Attended other various meetings through the month.

Will attend County Board on August 15, 2006.

Will attend the REI Grant partners meeting in Sparta on August 10, 2006.

Will attend Department Head meeting on August 24, 2006.

Will give a tour to the Modern Woodmen Insurance youth group on Saturday, August 26, 2006.

***SITE/EQUIPMENT IMPROVEMENTS:*** Normal maintenance and repairs were performed during the month

***INSPECTIONS:*** No inspections were performed during the month.

***LOSS CONTROL/SAFETY/STAFF ISSUES:*** Performed various daily office management and personnel duties including accident reports for minor injuries to employees. There were no other major injuries reported.

#### AUGUST 10, 2006 SITE REPORT SOLID WASTE DEPARTMENT

Completed the Compliance Assurance Plan (CAP) for an Effective Recycling Program under s NR544.04 (9g), Wis. Adm. Code. Also working on changes to the Recycling Ordinance #1-1994 to be able to implement enforcement sections of the ordinance.

Comprehensive Loss Control Report was submitted by the due date of July 1, 2006.

Complete the Short & Long Range goals and submitted to the Committee.

Received a complaint from Town of Easton regarding bags of garbage being left at the Easton Town Hall. Sent a letter to the person whose address was found in the bags.

Attended the Bird Flu training exercise held at the VFW on July 11, 2006.

Arranged for the Deferred Comp representative to come to the landfill to talk to employees on August 18, 2006.

Received an inspection from DATCP regarding the sale of Freon by a vendor. The Freon was delivered to our facility but never opened or used and was returned. No warnings or citations were issued. Proper application forms were left if we decide to become and authorized user.

Received and posted the Certificate of Conformance on the Annual Inspection for the automatic tank gauging system on the 10,000 gallon underground diesel fuel tank.

Received and posted the Certificate of Conformance on the annual test on the Cathodic Protection System on the underground fuel tank.

Received a report of three dumpsters being burned at Practical Cents and the High School. An insurance claim will be filed for the replacement value of \$2,534.00. Vandalism is suspected.

Will attend the Alpha Terra meeting on August 17<sup>th</sup> to begin the project. Motorized equipment list was furnished to the Administrator's office.

Arranged for the annual maintenance and testing of the submersible pump system in the leachate tank which was performed on August 3rd.

No other significant loss control/safety issues were seen this month.

**\*See Site Improvements section for more Loss Control/Safety Issues**

**INDUSTRIAL PARK:** Regular weekly maintenance continues on the wellhouse pumping system and no problems or defects were identified during these weekly inspections.

Arranged for the annual wellhouse inspection & testing which was performed on July 13, 2006.

Arranged for spraying and algaecide application in the wellhouse pond. Searching for barley bales to put into the pond. Barley is used to inhibit algae growth and works very well.

#### AUGUST 10, 2006 SITE REPORT SOLID WASTE DEPARTMENT

**ADMINISTRATIVE PROJECTS:** During the month of July/Aug the Director performed the following duties: Arranged shipments of tires, baled recyclables, tin, fluorescent light bulbs, corrugated, appliances, and scrap metals as needed.

Arranged for Winnebago County to chip & screen our brush pile into wood chips & compost which was done on July 17<sup>th</sup>.

Calculated the new City of Adams tonnage charge for 2006-2007 based on the past years records.

Started working on the 2007 Recycling Basic & REI Grant applications that are due October 1, 2006.

Updated inventory information for the County Clerk.

Set up and staffed the booth during the fair from August 10<sup>th</sup> through August 13<sup>th</sup>.

Continued to coordinate new curbside and residential route customer orders. We had 22 new customers since the last report that adds \$7,272 in annual revenues to the department. Many other inquiries and order changes have been received. Ordered containers, dumpsters, signs & labels for business/residential customers as new customers sign up for the program.

Staff has been busy taking orders and entering new customer orders from Clark Disposal. Currently we have signed up 90 to 100 new customers that could add \$25,000 in annual revenues to the department. More information will be provided at the next meeting.

Furnished Town of Rome with a copy of the CAP as well as reports showing 2005 figures as well as year-to-date for 2006 for their budgeting purposes.

Assisted Easton and Preston with concerns at their drop-off sites.

Received the FCI Request for Quotes and will submit by the due date in mid-August 22, 2006. This is for garbage disposal for the FCI prison and camp.

Met with marketing vendors, placed ads regarding various advertisements around the county. The billboard sign at the gate will be updated to reflect the change in the Tuesday evening hours.

Submitted monthly recycling report to the City of Adams as required.

Furnished hours for W-2, Probation, Parole & Huber workers and coordinated new placements.

**LANDFILL CONSTRUCTION:** No new construction was performed.

**Resource & Recreation Committee  
Minutes of Meeting  
August 4, 2006 @ 9:00 AM  
Adams County Community Center  
569 N. Cedar Street, Room 103  
Adams, WI 53910**

1. **Call to order:** Meeting was called to order by Chairman Repinski at 9:05 AM.
2. **Properly Announced:** Edie Felts-Podoll indicated that the meeting was properly noticed.
3. **Roll Call Committee:** Committee Members Present – Dave Repinski, Bob Neuenfeldt, Glenn Licitar and Fran Dehmlow. Bev Ward excused due to illness.  
Extension Staff Present – Edie Felts-Podoll Family Living Educator and Department Head.  
Jennifer Swensen, 4-H/Youth Development Agent. Donald Genrich, Agriculture Agent arrived at the meeting at 9:35 AM.
4. **Agenda Approval:** Motion by Dehmlow and Second by Neuenfeldt to approve the amended agenda as presented. Motion carried.
5. **Approve Minutes:** Motion by Neuenfeldt Second by Dehmlow to accept minutes of the Resource & Recreation Committee of June 29, 2006 as presented. Motion carried.
6. **Public Participation:** None.
7. **Communications:** Contracts have been received from the University for the University of Wisconsin staff and faculty. Edie was instructed to check on protocol of review. Contracts will be placed on next regularly scheduled Committee Meeting.
8. **Items for Action or Discussion:**
  - a) Future Needs and Emerging Issues in Extension – At the next Committee meeting we will discuss report from Marty Havlovic CRD Agent Marquette County comparing major issues identified by the County Board, and those identified by the Department Heads.
  - b) UW Chancellors Visit – September 13, 2006 Motion by Neuenfeldt Second by Licitar to participate as a Committee during the Chancellor's visit on September 13<sup>th</sup>. Motion carried.
  - c) Vouchers/Financial Statement Motion by Dehmlow and Second by Neuenfeldt to approve the vouchers and financial statement for July as presented. Motion carried.
  - d) Review and Place on File Monthly Reports of Jennifer Swensen, Donald Genrich and Edie Felts-Podoll– Motion by Dehmlow Second by Licitar to place monthly staff reports on file as written. Motion carried.
  - e) Approve Calendars of Jennifer Swensen, Donald Genrich and Edie Felts-Podoll – Motion by Dehmlow Second by Licitar to approve monthly calendars for Extension staff. Motion carried.
  - f) Extension Internship – Water Quality Update – Interviews were held August 2<sup>nd</sup>. Final offer has not been presented. Hopefully we can have an August 14<sup>th</sup> start date.
  - g) County Budget 2007 for Extension – Draft #1 - Draft #1 was reviewed. If changes occur a special meeting will be called for August 15<sup>th</sup> at 6:30 PM before County Board. An agenda will be posted and Committee members will be notified.

**9. Resources/Extension Report of Department**

- a) Pennsylvania Presentation – Don Genrich - Motion by Neuenfeldt Second by Licitar to deviate from the agenda to accommodate the Summer Intern Presentation. Motion carried.
- b) Summer Intern Report on Trails – David Olson - David Olson presented a PowerPoint of the accomplishments of his Summer Internship with University of Wisconsin Extension
  - Walking, hiking, cross country trails website
    - Finished retrieving field data
    - Finishing mapping data
    - Finishing website design and content
  - Taught about nutrition and physical activity for summer school at Tri-County and about nutrition for summer school at Adams/Friendship High School.
  - Collected demographics data for UW Cooperative Extension
  - Collected environmental survey of "Emerging Populations" information for Adams County and UW-Extension staff
  - Trails website will be finalized after internship is complete
  - Demographics Presentation will be finalized after internship is complete

Due to time constraints Pennsylvania presentation has been postponed until next month.

**10. Resources/Extension Report of Committee Member**

No reports

**11. Next Meeting Date:** The Resource (Extension) component of the Resource and Recreation Committee will meet on September 5, 2006 at 9:00 AM in room 103 at the Community Center.

**12. Agenda Items for Next Meeting**

- a) University Extension Staff Annual Contracts
- b) County Board/Department Head 20/20 Report
- c) Water Quality Intern Update
- d) Pennsylvania Presentation

**13. Adjourn:** Motion by Neuenfeldt and Second by Licitar to adjourn the meeting until September 5, 2006 at 9:00 AM at the Adams County Community Center Building. Motion carried. Meeting adjourned at 11:35 PM.

Future Meetings

August 15, 2006 at 6:30PM

September 5, 2006 at 9:00 AM

September 13<sup>th</sup> at 8:30 (Wallendal Farm)

Details with agenda on above meetings to follow

Minutes taken by Edie Felts-Podoll  
Department Head and Family Living Educator  
UW-Extension, Adams County

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Glenn Licitar, Committee Secretary

These minutes have not been approved by the Resource & Recreation Committee.

**Resources and Recreation Committee Meeting**  
**August 8, 2006**  
**10:00 a.m.**  
**Adams County Courthouse Conference Room A231**

**Call to Order:** Meeting was called to order at 10:06 a.m., by Chairman Repinski.

**The meeting was properly announced.**

**Roll Call:** Committee Members: Dave Repinski – Chairman, Bob Neuenfeldt, Bev Ward, Glenn Licitar, and Fran Dehmlow. Others present: Fred Nickel - Director Parks/Recreation, Rita Kolstad – Parks Admin. Clerk/Bookkeeper, and Jason Jackson – General Engineering.

**Approve Agenda:** Motion by Licitar/Ward to approve the agenda as printed. Motion carried.

**Previous Minutes:** Motion by Ward/Neuenfeldt to approve the July 11 & 13, 2006, minutes as presented. Motion carried.

**Agenda Items:**

1. No public present.
2. No special user requests.
3. Shermalot Ski Team Reps were not present to further discuss their previous request.
4. Ward inquired if a county board member and/or committee contacted the department regarding user fees being further reviewed by the Resources and Recreation Committee. No request has been made.
5. The Parks Director and Park Mangers will attend the meeting with the Alpha Terra Reps on the development of a safety program/manual.
6. Director reported Phase II electrical and water installation of the Petenwell Expansion Project has been completed for 2006. The road will possibly be seal coated in 2007 and possibly a new shower/restroom facility will be built in the new area. The Castle Rock Park new office/visitor center is 75% completed. Landscaping is being done and a irrigation system similar to Petenwell Park's is being installed by park personnel. Committee to attend The Open House/Ribbon Cutting Ceremony receiving mileage but not per diem.  
Mr. Jackson further reviewed the above projects and presented project bills to the Committee.
7. Director reported the self-registration station at Fawn Lake had been removed by vandals. A replacement station has been installed in it's place.  
Changes in legislation on the collection of park dedication fees were discussed.  
Director reported the 20-year lease on Sherwood Park has been finalized and recorded.  
Boat launch improvements are planned for Crooked Lake for fall of 2006, Sherwood and Cottonville for early spring 2007. Director will be applying for a grant from the Waterways Commission for the upgrades to Sherwood at 50% cost-share. Approximately \$10,000 will be taken from the park dedication fee revenues for the county's share of the project. There is no funding time frame availability for the improvements to Crooked Lake and Cottonville will be cost-shared with Cottonville Lake Association.
8. The revenue report was reviewed.
9. Motion by Licitar/Neuenfeldt to approve the bills as presented and forward to Finance Committee. Motion carried.
10. Motion by Ward/Dehmlow for the Committee to meet August 31, 2006, 10:00 a.m., A231, to review 2007 department budgets. Motion to include Committee members available to attend the Castle Rock Park Office/Visitor Center Open House/Ribbon Cutting Ceremony September 9, 2006, 11:00 a.m.; however, Committee will not receive per diem but will get reimbursed for mileage. Motion by include setting next regular Committee meeting date as September 12, 2006, 10:00 a.m., A031. Motion carried.
11. Motion by Ward/Licitar to adjourn at 11:45 a.m. Motion carried.

Submitted by,

Glenn Licitar  
Committee Secretary

These minutes have not been approved by the Resource and Recreation Committee

## **Resource & Recreation Committee**

### **Minutes of Meeting**

**August 15, 2006 @ 6:30 PM**

**Courthouse Room A260**

14. **Call to order:** Meeting was called to order by Chairman Repinski at 6:30 PM.
15. **Properly Announced:** Edie Felts-Podoll indicated that the meeting was properly noticed.
16. **Roll Call Committee:** Chairman Repinski called the roll with the following members present: Bob Neuenfeldt, Bev Ward, Fran Dehmlow and Dave Repinski. Glenn Licitar joined the meeting at 6:35 PM.  
Extension Staff Present – Edie Felts-Podoll Family Living Educator and Department Head.
17. **Agenda Approval:** Motion by Neuenfeldt and Second by Dehmlow to approve the amended agenda as presented. Motion carried.
18. **Items for Action or Discussion:**
  - a) Review second draft of 2007 Extension Budget – Motion by Ward Second by Licitar to bring the topic of need for support staff for the Community Center (registration, billing, scheduling, etc.) to the next Executive Committee meeting. Motion Carried.

Motion by Dehmlow Second by Neuenfeldt to postpone budget decisions until the next regularly scheduled Extension meeting on September 5, 2006. Motion Carried. Chairman Repinski indicated that we should discuss regular agenda items and then finalize Extension budget to be presented to Administrator's office to meet September 6, 2006 deadline.
19. **Adjourn:** Motion by Ward and Second by Licitar to adjourn the meeting until September 5, 2006 at 9:00 AM at the Adams County Community Center Building, room location to be announced. Motion carried. Meeting adjourned at 6:59 PM.

Minutes taken by Edie Felts-Podoll  
Department Head and Family Living Educator  
UW-Extension, Adams County

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Glenn Licitar, Committee Secretary

These minutes have not been approved by the Resource & Recreation Committee.

## **Resources and Recreation Committee Meeting**

**August 31, 2006**

**10:00 a.m.**

**Adams County Courthouse Conference Room A231**

**Call to Order:** Meeting was called to order at 10:02 a.m., by Chairman Repinski.

**The meeting was properly announced.**

**Roll Call:** Committee Members: Dave Repinski – Chairman, Bob Neuenfeldt, Bev Ward, Glenn Licitar, and Fran Dehmlow. Others present: Fred Nickel - Director Parks/Recreation and Rita Kolstad – Parks Admin. Clerk/Bookkeeper.

**Approve Agenda:** Motion by Neuenfeldt/Licitar to approve the agenda as printed. Motion carried.

**Agenda Items:**

1. Director reviewed the proposed 2007 budget with Committee. Committee discussed and reviewed. Motion by Ward/Dehmlow to approve the proposed Parks/Recreation Department 2007 budget and forward to Finance Committee. Motion carried.
2. No bills to audit.
3. Motion by Neuenfeldt/Licitar to adjourn at 11:18 a.m. Motion carried.

Submitted by,

Glenn Licitar  
Committee Secretary

*The minutes have not been approved by the Resource and Recreation Committee.*

MINUTES  
SCLS BOARD OF TRUSTEES  
August 14, 2006 -12:15 p.m.  
SCLS Administration

**Present:** R. Barden, T. Brown, R. Curtis, L. Davis-Brown, E. DeSchmidt, J. Hanson, J. Healy-Plotkin, T. Iaccarino, R. Keen, N. Nelson, H. O'Donnell, G. Poulson, J. Pugh, J. Taft, P. Townsend, P. Westby

**Also Present:** P. Davis, H. Moe, S. Morrill

**Absent:** M. Howe, E. Krszjaniek, C. McGuire,

**Excused:** F. Cherney, J. Kreten, J. Wheeler, K. Williams

**Call to Order:** Pres. J. Taft called the meeting to order at 12:15 p.m.

- a. Introduction of guests/visitors and new board members: None
- b. Changes/additions to the agenda: None
- c. Requests to address the board: None

**Minutes:** L. Davis-Brown moved approval of the July 10, 2006 minutes. T. Brown seconded. Motion carried.

**Bills for Payment/Financial Statements:** G. Poulson moved approval of the bills for payment in the amount of \$125,154.38. J. Hanson seconded. Motion carried.

**President's Report:** Jack Taft mentioned that he is experiencing some neurological problems and noted that some of his words may be garbled. He also noted that it has rained two inches since the last board meeting and inquired how Francis Cherney's crops were doing. Jack also inquired about whether there had been any changes to the application for trustees to attend National Library Day. The Advocacy committee has not met to make any revisions.

Committee Reports: None

**SCLS Foundation Report:** P. Davis, Bob Blitzke, and Jodi Sweeney gave a presentation to the Monroe Public Library Board. Other libraries including Mazomanie, Portage, DeForest, Stoughton, Cambridge and Cottage Grove are interested in receiving a presentation regarding the foundation. Larry Martin and Doris Hanson have volunteered to serve on the campaign planning committee. Bob Blitzke's surgery went well and he is already sending emails.

Circulation and ILL Statistics: No report.

**System Director's Report:** Stef Morrill has been hired as the new Associate Director. Recruitment for a Library Technology Coordinator will begin. Karen Rattunde, Serials and Acquisitions Specialist, has resigned to take a position at the University.

J. Hanson seconded.

Motion carried.

One group of toys that was purchased by some member libraries as incentive awards for the Summer Library Program have been found to contain lead paint. SCLS has provided specific information to member libraries to help them answer questions from patrons.

LSTA grants for Technology, Delivery and Family Literacy are in the works.

Many of the new delivery carts approved in the mid-year budget have been purchased and our delivery staff is moving ahead on that implementation.

The conversion to the Badger Converged Network for telecommunications is complete and the LINK staff did a great job on this big project.

System Celebration is September 21 st at the Wintergreen Resort in WI Dells. The deadline to register is September 7th.

With regard to the ILL selection process that is being undertaken by the Division for Libraries, Technology and Community Learning, a specific vendor will receive a "letter of intent" to negotiate within the next week or so. At that point, other vendors may challenge or appeal.

SRLAAW (the System and Resource Library Administrators' Association of Wisconsin) is discussing changing the formula for splitting delivery costs. A subcommittee will be formed to work on revising the formula for splitting costs for the 2008 budget.

Stef discussed a software package called "Counting Opinions," which provides ongoing web-based surveys from patrons. Standard questions will be available for all libraries and it will also allow each library to compare itself to others in the system and beyond. This topic was discussed at PLAC and positive feedback was received. SCLS will look into a pilot project with the possibility of making it available to every library in the system.

Information Sharing:

G. Poulson noted the City of Madison approved redeveloping the space that currently holds the Sequoya Branch. The branch will increase to 20,000 sq. ft and should be complete by July 2007. There should be no interruption of service during this redevelopment.

E. DeSmidt noted Dane County will begin preliminary budget negotiations and she encouraged everyone to contact the County Board of Supervisors. She also noted the Dane County Juvenile jail will be expanded with a completion date one year from now. The jail will offer teachers, aids, books and volunteers.

J. Hanson noted the Oregon Summer library Program had 610 participants this year compared to 321 kids last year!

The Green County library cart drill team will participate in the New Glarus Wilhelm Tell Festival parade.

Public Library Advisory Committee (PLAC) Report: Multitype Advisory Committee (MALC) Report: LINK Report:

Agenda and Minutes for the above committees can be found on the web at: [http://www](http://www.scls.info/committees/index.html)

[.scls.info/committees/index.html](http://www.scls.info/committees/index.html)

Other Business: None.

Meeting adjourned at 12:47 p.m.

H. Moe, Recorder

System Director's Report  
August (again), 2006

What month is this?



I noticed too late that in my rush out of town last month I called that report August, 2006. Today is the last day of August, and there was no July report this year. That probably gives you a good indication of how my summer has gone. This evening I will attend a dinner to welcome new students to UW-SLIS (School of Library and Information Science). Labor Day weekend is only a day away, and we are gearing up for another System Celebration. Though at times it seemed this summer would never end, that the heat and humidity would never let up, I saw people wearing jackets at the dog park this morning. And so our summer is over, again. There is nothing profound about that observation, but I wonder how it takes me by surprise every year.

This was the last day at SCLS for two staff members, Mary Wepking and Karen Rutunde. Mary will be director of the UW-Baraboo library and Karen will be a cataloger of digital objects at UW-Madison. We wish them well, but will miss them both. With Stef's previous position open, too, we are now starting what will likely be several months of recruiting. Luckily, Bob Blitzke seems to be mending well and should be back at work about the third week of September. Stef and I have been continuing the process of staff reviews started last month. The goals, objectives and budget requests we discuss with each staff member will feed into the 2007 annual plan and budget, which are in the works. A meeting of the Personnel and Budget & Finance Committees has been set for early October and these documents will come to you for approval at the October meeting.

The state has announced that they have chosen Autographics as the vendor for the "statewide" resource-sharing product. I received a packet of materials today to review for an LSTA meeting next Tuesday, when we'll discuss how much federal grant money will be used to finance the contract. While it is not a surprise, it is a disappointment that they chose a product we moved away from in 2004 because it did not meet our needs. It should be an interesting discussion and I will tell you more about it when we meet.

See you on the **11th!**

Phyllis

SOUTH CENTRAL LIBRARY SYSTEM									
Circulation and ILL Statistics									
July 2006									
	*2005 Population	2005 Circulation	**2005 Collection	2005 Annual Expenditures	Same Mo. Circ. 2005	Current Mo. Circ.	Mo. ILL Borrowed	Mo. ILL Loaned	YTD Circ. 2006
<b>ADAMS</b>									
Adams Cty	18,263	89,633	30,503	307,102	7,267	7,696	2,129	3,100	56,194
Rome	2,944	23,070	16,772	102,563	2,600	3,094	48	-	15,522
<b>TOTAL</b>	21,207	112,703	47,275	409,665	9,867	10,790	2,177	3,100	71,716
<b>COLUMBIA</b>									
Cambria	779	24,812	8,857	80,976	2,554	2,519	972	415	14,823
Columbus	4,748	87,533	36,691	289,568	9,161	9,241	2,011	3,774	57,089
Lodi	2,968	94,660	28,718	234,801	9,212	9,710	2,965	2,541	59,943
Pardeeville	2,074	46,662	22,521	150,905	4,592	3,885	1,153	1,844	26,119
Portage	9,981	222,196	68,553	520,483	19,859	19,374	5,638	4,930	135,905
Poynette	2,496	53,579	20,035	102,390	5,322	5,797	1,353	1,905	33,506
Rio	987	34,425	25,335	117,710	3,508				14,388
Wis. Dells	2,465	75,461	39,470	306,156	6,150	7,004	2,331	2,420	48,520
Wyocena		1,737	4,317	56,544	182	439	88	569	1,408
Other Cty	28,065								
<b>TOTAL</b>	54,563	641,065	254,497	1,859,533	60,540	57,969	16,511	18,398	391,701
<b>DANE</b>									
Belleville	2,089	62,365	26,642	175,095	6,589	7,359	1,803	3,362	41,319
Black Earth	1,321	39,524	19,615	97,179	3,860	3,677	1,053	1,947	24,948
Cambridge	1,219	51,134	23,084	126,512	5,110	5,282	1,859	1,717	33,252
Cross Plains	3,452	81,215	38,383	283,471	7,652	11,700	2,061	2,505	45,147
Deerfield	2,109	49,352	20,176	139,147	4,099	4,382	1,966	2,088	29,282
DeForest	8,288	337,528	72,854	625,597	30,668	35,564	6,744	9,293	213,210
Marshall	3,613	55,687	26,865	161,497	5,179	4,967	1,755	2,848	32,733
Mazomanie	1,558	34,234	18,131	106,876	2,999	3,360	1,290	1,913	21,301
McFarland	7,179	144,347	47,966	341,214	12,615	17,217	3,843	5,907	110,509
Middleton	16,760	612,406	94,182	1,304,240	55,707	63,661	16,336	14,544	397,278
Monona	8,061	253,410	70,155	552,534	22,623	21,908	5,318	8,666	149,435
Mt. Horeb	6,378	203,277	46,740	555,414	17,558	18,104	5,978	5,086	121,581
Oregon	8,279	238,506	62,565	447,439	22,532	22,671	6,523	4,697	146,633
Stoughton	12,753	254,746	70,235	650,902	25,687	25,846	7,698	6,310	156,810
Sun Prairie	24,219	443,183	106,886	1,337,031	42,413	46,037	8,952	9,659	287,545
Verona	9,103	271,383	55,342	628,994	26,762	41,238	9,026	8,327	205,374
Waunakee	10,361	234,252	68,798	526,210	21,928	24,451	5,265	6,737	144,108
Madison	221,735	4,480,044	910,122	11,611,905	395,558	409,973	62,984	39,550	2,687,713
DCLS	110,097	167,252	45,031	3,615,848	14,269	14,544	2,107	5,909	99,592
<b>TOTAL</b>	458,574	8,013,845	1,823,772	23,287,105	723,808	781,941	152,561	141,065	4,947,770
<b>SUB TOTAL</b>	534,344	8,767,613	2,125,544	25,556,303	794,215	850,700	171,249	162,563	5,411,187

	*2005 Population	2005 Circulation	**2005 Collection	2005 Annual Expenditures	Same Mo. Circ. 2005	Current Mo. Circ.	Mo. ILL Borrowed	Mo. ILL Loaned	YTD Circ. 2006
<b>GREEN</b>									
Albany	2,133	36,281	14,962	45,458	3,683	3,962	265	2	22,781
Broadhead	3,154	74,370	44,838	163,314	6,989	7,008	99	42	44,015
Monroe	15,290	212,076	91,877	563,957	12,596	20,731	4,765	5,607	132,729
Monticello	1,166	73,441	32,925	114,816	6,435	5730	150	0	41021
New Glarus	2,101	71,243	28,095	239,270	6,707	6,987	2,339	3,715	45,051
Other City	11,534								
<b>TOTAL</b>	<b>35,378</b>	<b>467,411</b>	<b>212,697</b>	<b>1,126,815</b>	<b>36,410</b>	<b>44,418</b>	<b>7,618</b>	<b>9,366</b>	<b>285,597</b>
<b>PORTAGE</b>									
Amherst	1,037	24,022	17,874	31,616	4,028	4,006	58	1	13,520
Portage City	68,328	480,229	199,189	1,619,012	36,979	43,518	439	21	278,975
<b>TOTAL</b>	<b>69,365</b>	<b>504,251</b>	<b>217,063</b>	<b>1,650,628</b>	<b>41,007</b>	<b>47,524</b>	<b>497</b>	<b>22</b>	<b>292,495</b>
<b>SAUK</b>									
Baraboo	11,248	236,551	67,265	741,237	21,074	21,406	6,295	4,551	143,600
LaValle	326	4,657	5,374	18,288	440	338	140	257	2,454
N. Freedom	634	9,069	5,016	22,477	746	809	151	487	4,283
Plain	788	28,532	11,487	90,734	2,615	2,615	881	1010	19,102
Prairie du Sac	3,546	122,069	43,850	275,414	10,634	12,785	3,552	3,626	76,678
Reedsburg	8,704	228,085	73,768	532,178	20,698	23,530	4,694	6,836	148,373
Rock Springs	418	9,516	7,562	31,391	695	946	366	494	5,599
Sauk City	3,229	119,016	41,416	273,384	10,241	11,326	2,760	3,021	73,087
Spring Green	1,464	72,919	27,202	179,296	6,800	7,035	1,940	2,246	45,464
Other City	28,796								
<b>TOTAL</b>	<b>59,153</b>	<b>830,414</b>	<b>282,940</b>	<b>2,164,399</b>	<b>73,943</b>	<b>80,790</b>	<b>20,779</b>	<b>22,528</b>	<b>518,640</b>
<b>WOOD</b>									
Apin	813	8,707	12,440	32,728	no report	no report			
Marshfield	21,154	407,278	138,221	1,220,776	38,190	37,881	87	26	244,334
Nekoosa	2,615	47,708	37,312	147,770	5,113	5,477	87	-	27,295
Pittsville	889	32,118	17,202	55,362	3,710	3,487	36	1	16,277
Vesper	544	11,586	24,012	21,250	no report	930	25	-	2,709
Wis. Rapids	18,522	405,993	117,125	1,326,824	38,744	37,237	7,340	6,993	252,410
Other City	34,559								
<b>TOTAL</b>	<b>79,096</b>	<b>913,390</b>	<b>346,312</b>	<b>2,804,710</b>	<b>85,757</b>	<b>85,012</b>	<b>7,575</b>	<b>7,020</b>	<b>543,025</b>
<b>SUB TOTAL</b>	<b>242,992</b>	<b>2,715,466</b>	<b>1,059,012</b>	<b>7,746,552</b>	<b>237,117</b>	<b>257,744</b>	<b>36,469</b>	<b>38,936</b>	<b>1,639,757</b>
<b>GRAND TOTAL</b>	<b>777,336</b>	<b>11,483,079</b>	<b>3,184,556</b>	<b>33,302,855</b>	<b>1,031,332</b>	<b>1,108,444</b>	<b>207,718</b>	<b>201,499</b>	<b>7,050,944</b>

\*Based on DOA Official Population Estimates 1/01/05 and includes all those individuals who pay library taxes directly to the indicated community

\*\*Collection includes books, audio, film, video, and other materials such as software, art prints, and toys. It does not include serial volumes owned